

**WHITTIER CITY COUNCIL  
WILL HOLD  
A REGULAR MEETING  
TUESDAY, MARCH 15, 2016  
AT 7:00 PM**

**COUNCIL CHAMBERS  
P-12 BUILDING**

**AGENDA**

	<b>Page #</b>
<b>1. CALL TO ORDER</b>	
<b>2. OPENING CEREMONY</b>	
<b>3. ROLL CALL</b>	
A. Council Members Present	
B. Administration Present	
<b>4. APPROVAL OF MINUTES</b>	
A. February 16, 2016 – Regular Meeting	<b>n/a</b>
B. March 1, 2016 – Special Meeting	<b>1</b>
<b>5. APPROVAL OF REGULAR MEETING AGENDA</b>	
<b>6. MAYOR’S REPORT</b>	
A. Mayor Report - Dan Blair	
B. Vice Mayor Report - Dave Pinquoch	
<b>7. MANAGER’S REPORT</b>	
A. City Manager’s Report – Mark Lynch	<b>4</b>
1. Financial Report – Lynette Dennis	<b>5</b>
B. City Attorney’s Report – Holly Wells/Katie Davies	
C. Directors Report	
1. Harbor Report – Andy Dennis	<b>27</b>
2. Public Safety Report – Dave Schofield	<b>28</b>
3. Public Works Report – Scott Korbe	<b>30</b>
<b>8. COMMISSION/COMMITTEE REPORTS</b>	
A. Planning Commission	<b>31</b>
B. Port & Harbor Commission	<b>36</b>
C. Park & Recreation Committee	<b>40</b>
D. PWSAC	<b>n/a</b>
<b>9. CITIZENS COMMENTS ON AGENDA ITEMS NOT SCHEDULED FOR PUBLIC HEARING</b>	
<b>10. APPROVAL OF CONSENT CALENDAR</b>	
<b>11. PUBLIC HEARINGS (NON-ORDINANCE)</b>	

	<b>Page #</b>
<b>12. PRESENTATIONS</b>	
A. (KMTA) Kenai Mountains-Turnagain Arm National Heritage Area – Lia Slemons	<b>41</b>
<b>13. ORDINANCES</b>	
<b>A. Introduction (1st reading)</b>	
None	
<b>B. Public Hearing (2<sup>nd</sup> reading)</b>	
#02-2016 - Repealing WMC 2.08.052, and Amending WMC 2.04.070 and 2.04.075 concerning telephonic attendance and excused absences.	<b>44</b>
#03-2016 – Repealing WMC 8.24 “Trailers and Trailer Camps,” and Amending WMC 12.12 “Public Campgrounds.”	<b>46</b>
<b>14. RESOLUTIONS</b>	
#05-2016 – A resolution authorizing a lease amendment and assignment from Babs Reynolds to Larry Gilman/Shawn Phillips.	<b>52</b>
#06-2016 – A resolution establishing the City’s Local Priorities for 2016.	<b>60</b>
#11-2016 – A resolution establishing a payment plan of expenditures for the new Public Safety Building.	<b>61</b>
#12-2016 – A resolution stating the rate of levy, date of equalization and date when taxes become delinquent for the 2016 tax role.	<b>62</b>
#13-2016 – A resolution authorizing the City Manager to enter into amendments of leases subject to the Ground Lease and Management Agreement with the Alaska Railroad Corporation to provide that the terms of the leases will survive the City’s succession to the Alaska Railroad Corporation’s interest in property subject to the Ground Lease and Management Agreement	<b>63</b>
<b>15. COUNCIL DISCUSSION</b>	
<b>16. CITIZEN DISCUSSION</b>	
<b>17. EXECUTIVE SESSION</b>	
<b>18. UNFINISHED BUSINESS</b>	
A. Shotgun Cove Road project	
B. ARRC/COW land swap	
C. Improve Salmon sport fishing in Northwest PWS	
D. Whittier Manor Lease	
E. Public Safety Complex	
<b>19. NEW BUSINESS</b>	
A. Appointment to vacant City Council Seat D	<b>65</b>
B. Comprehensive Plan Review	

**20.      ADJOURNMENT**

**WHITTIER CITY COUNCIL  
SPECIAL MEETING  
TUESDAY, MARCH 1, 2016  
6:00 PM  
COUNCIL CHAMBERS  
P-12 BUILDING**

**MINUTES**

**1. CALL TO ORDER**

Mayor Daniel Blair called the meeting to order at 6:15 p.m.

**2. OPENING CEREMONY**

Mayor Daniel Blair led the Pledge of Allegiance.

**3. ROLL CALL**

**A. Council Members Present:** Victor Shen (telephonic), Debra Hicks, Dave Pinquoch (telephonic), Dan Blair and Peter Denmark

**B. Council Members Absent:** Ata Ma'ae and Shawni Phillips

**C. Administration Present:** Brenda Krol, City Clerk and Mark Lynch, City Manager

Others present: Scott Korbe, Andy Dennis, Lynette Dennis and Dave Schofield

**4. APPROVAL OF SPECIAL MEETING AGENDA**

**MOTION:** Peter Denmark made a motion to approve the special meeting agenda for tonight, March 1st 2016 as written.

**SECONDED:** Debra Hicks seconded the motion.

**VOTE:** Peter Denmark: Yes, Debra Hicks: Yes, Victor Shen: Yes, Dave Pinquoch: Yes, Dan Blair: Yes

**Motion passed 5-0**

**5. CITIZEN COMMENTS ON AGENDA ITEMS NOT SCHEDULED FOR PUBLIC HEARING**

None

**6. SPECIAL MEETING BUSINESS ITEMS**

**A.** Approval of letter supporting the proposed Land and Water Conservation Fund (LWCF) project surrounding the historic Portage Pass Trail.

**MOTION:** Peter Denmark made a motion to approve a letter supporting the proposed Land and Water Conservation Fund (LWCF) project surrounding the historic Portage Pass Trail.

**SECONDED:** Debra Hicks seconded the motion.

**DISCUSSION:** Mark Lynch briefly explained what this was, he stated that Tim Charnon had talked with Scott and him awhile back and what they are trying to do is buy a piece of property at the Head of the Bay from Marston Brooks and turn it into a parking area and a trail head for the trail.

Mark Lynch stated that this will all be done with federal money, they are not asking the City for any money they're just asking us to support the project. Part of their requirements is to obtain letters of support from affected parties and the City would be an affected party.

**VOTE:** Peter Denmark: Yes, Debra Hicks: Yes, Dave Pinquoch: Yes, Victor Shen: Yes, Dan Blair: Yes.

**Motion passed 5-0.**

B. Approval of Manager's contract extension.

**MOTION:** Peter Denmark made a motion to approve the Manager's contract extension.

**SECONDED:** Debra Hicks seconded the motion.

**VOTE:** Motion passed unanimously.

C. Acceptance of Resignation of Council Member Shawn Phillips

**MOTION:** Peter Denmark made a motion to accept Council Member Shawni Phillip's letter of resignation.

**SECONDED:** Debra Hicks seconded the motion.

**VOTE:** Peter Denmark: No, Debra Hicks: Yes, Victor Shen: Yes, Dave Pinquoch: Yes, Dan Blair: Yes

**Motion passed 4-1.**

## **7. RESOLUTIONS**

#04-2016 – A resolution stating the rate of levy, date of equalization and date when taxes become delinquent for the 2016 tax role.

**MOTION:** Dave Pinquoch made a motion to adopt resolution #04-2016.

**SECONDED:** Debra Hicks seconded the motion.

**VOTE:** Motion passed unanimously.

#07-2016 – A resolution supporting Girdwood Policing.

**MOTION:** Dave Pinquoch made a motion to adopt resolution #07-2016.

**SECONDED:** Peter Denmark seconded the motion.

**VOTE:** Motion passed unanimously.

#08-2016 – A resolution authorizing the City Manager to enter into a construction contract with S.R. Bales Construction for a Public Safety Building.

**MOTION:** Dave Pinquoch made a motion to adopt resolution #08-2016.

**SECONDED:** Debra Hicks seconded the motion.

**DISCUSSION:** Peter Denmark thanked Mark for bringing in elevations and floor plans of the Public Safety Building.

Peter Denmark stated that he just wanted to reiterate what this building represents and to try to get specific regarding our funding sources.

**VOTE:** Motion passed unanimously.

#09-2016 – A resolution authorizing the City Manager to sign a professional services agreement with Altman, Rogers & Co. for FY 2015 audit services.

**MOTION:** Dave Pinquoch made a motion to adopt resolution #09-2016.

**SECONDED:** Peter Denmark seconded the motion.

**VOTE:** Motion passed unanimously.

## **8. COUNCIL DISCUSSION**

Councilor Peter Denmark asked what color the Public Safety Building was going to be and he suggested that it be thought and/or decided on soon.

Councilor Peter Denmark suggested that a resolution be brought to the next meeting codifying the expenditures for the new Public Safety Building.

## **9. CITIZEN DISCUSSION**

## **10. ADJOURNMENT**

**MOTION:** Peter Denmark moved to adjourn the meeting at 7:15 p.m.

**SECONDED:** Debra Hicks seconded the motion.

**VOTE:** Motion passed unanimously.

**Attest:**

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Brenda Krol  
City Clerk

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Daniel Blair  
Mayor



# THE CITY OF WHITTIER

*Gateway to Western Prince William Sound*

P.O. Box 608 • Whittier, Alaska 99693 • (907) 472-2327 • Fax (907) 472-2404

To: Mayor and Council  
From: Mark Lynch, City Manager  
Subject: Manager's report  
Date: March 11, 2016 (for 3/15/16 Council meeting)

**ARRC:** The City has been in communication with our lobbyists, legislators, and the Governor's office concerning this matter. We continue to work on it.

**IRT (Innovative Readiness Training):** The City was successful in its application and was chosen as a project by the Air National Guard. The original project was for a structural analysis of the Buckner Building, which has already been performed by the State of Alaska under a separate grant. However, they are interested in giving a second opinion, they can do demolition cost estimates, and they can look at other buildings for us, such as the P-12. I will continue to talk with them and provide updates to Council on our progress.

**Tideland Zoning:** I have been working with the Planning and Zoning Commission on tideland zoning language and maps.

**Girdwood Policing:** We are currently waiting for the Girdwood vote in April to determine if funding will be approved.

**P12 Environmental Study:** The study is complete and I am waiting for the final copy of their report. The draft report shows expected contaminates for a 1950s era ex-military building. However, the reports stated that additional inspections would be necessary before cleanup cost estimates could be produced.

**Public Safety Building:** The contract is signed and demolition work is set to begin soon. A resolution is in your packet to establish a plan for financing. I have hired a Project Manager who will also assist with other projects while he is here. His name is Moe Zamarron, and he should arrive in mid-April. He will also help with our campground at the head of the bay, and maybe some other Parks & Rec matters. I am traveling to Brigham City, Utah on March 25<sup>th</sup> to attend a planning meeting for the new PS Building. Debra, Victor and I met with the Contractor and discussed colors for the new building. They chose a "glacial" color scheme that include gray, blue and white.

**GP:** I am still waiting to hear from Roger Stiles concerning a Land Use Agreement for storage for this upcoming season. Their lease renewal has been on hold until this gets worked out.

**Parks & Rec:** I have had a couple of meetings with P&R Committee members concerning Park planning.

**Economic Development:** I continue to work with private business in an attempt to attract development in Whittier. I will be attending a Board meeting of Prince William Sound Economic Development District on March 19<sup>th</sup>.

**Vacation:** I am leaving on March 21<sup>st</sup>. I will travel to Utah for the PS Building meeting and then to Illinois to spend some time with family. I plan to be back by April 10<sup>th</sup>.

CITY OF WHITTIER  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 2 MONTHS ENDING FEBRUARY 29, 2016

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>TAXES</u>					
01-310-4005 FISH TAX	.00	.00	150,000.00	150,000.00	.0
01-310-4006 MOTOR VEHICLE REGISTRATION	.00	.00	4,000.00	4,000.00	.0
01-310-4007 LIQUOR TAX	5,600.00	5,600.00	5,600.00	.00	100.0
01-310-4009 ELEC & TELE CO-OP TAX	.00	.00	3,000.00	3,000.00	.0
01-310-4200 SALES TAX	.00	15,657.12	575,000.00	559,342.88	2.7
01-310-4201 PROPERTY TAX - REAL	.00	.00	380,000.00	380,000.00	.0
01-310-4202 PROPERTY TAX - PERSONAL	.00	.00	250,000.00	250,000.00	.0
01-310-4205 BUSINESS TRANSPORTATION TAX	.00	172.50	300,000.00	299,827.50	.1
TOTAL TAXES	5,600.00	21,429.62	1,667,600.00	1,646,170.38	1.3
<u>LICENSES &amp; PERMITS</u>					
01-320-4250 BUSINESS LICENSES	.00	700.00	3,500.00	2,800.00	20.0
01-320-4251 USER FEES & PERMITS	.00	.00	2,500.00	2,500.00	.0
01-320-4312 AMBULANCE FEES	.00	.00	60,000.00	60,000.00	.0
TOTAL LICENSES & PERMITS	.00	700.00	66,000.00	65,300.00	1.1
<u>INTERGOVERNMENTAL REVENUE</u>					
01-330-4002 STATE REVENUE SHARING	.00	.00	50,000.00	50,000.00	.0
01-330-4003 STATE PAY-IN-LIEU OF TAXES	.00	.00	35,000.00	35,000.00	.0
01-330-4011 EMS SMALL GRANT	.00	.00	2,500.00	2,500.00	.0
01-330-4025 NAT'L FOREST SERVICE RECEIPTS	.00	.00	30,000.00	30,000.00	.0
TOTAL INTERGOVERNMENTAL REVENUE	.00	.00	117,500.00	117,500.00	.0
<u>LEASES</u>					
01-345-4505 LEASE INCOME OTHER NOT THRU AR	1,834.35	1,834.35	.00 (	1,834.35)	.0
01-345-4512 LEASE INCOME - ARRC AGREEMENT	1,120.00	1,120.00	.00 (	1,120.00)	.0
01-345-4515 LEASE INCOME - CITY LAND	9,051.75	9,051.75	160,000.00	150,948.25	5.7
01-345-4525 LAND USE RENT	100.00	100.00	.00 (	100.00)	.0
TOTAL LEASES	12,106.10	12,106.10	160,000.00	147,893.90	7.6
<u>FINES &amp; CITATIONS</u>					
01-350-4261 PSD FINES & CITATIONS	25.00	25.00	5,000.00	4,975.00	.5
TOTAL FINES & CITATIONS	25.00	25.00	5,000.00	4,975.00	.5

CITY OF WHITTIER  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 2 MONTHS ENDING FEBRUARY 29, 2016

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEARNED	PCNT
<u>MISCELLANEOUS</u>					
01-360-4099 MISCELLANEOUS REVENUE	81.75	178.75	.00 (	178.75)	.0
01-360-4204 INTEREST & PENALTIES	.00	.00	3,000.00	3,000.00	.0
01-360-4271 DONATIONS - EMS/FIRE/POL	140.00	140.00	500.00	360.00	28.0
01-360-4900 INTEREST ON BANK ACCOUNTS	.00	.00	16,238.00	16,238.00	.0
01-360-4902 INTEREST ON ESCROW ACCOUNTS	154.00	154.00	1,200.00	1,046.00	12.8
01-360-4914 TRANSFIELD - TUNNEL CONTRAC	.00	.00	60,000.00	60,000.00	.0
TOTAL MISCELLANEOUS	375.75	472.75	80,938.00	80,465.25	.6
<u>TRANSFERS &amp; OTHER</u>					
01-390-4990 TRANSFER FROM CVP FUND	.00	158,000.00	158,000.00	.00	100.0
TOTAL TRANSFERS & OTHER	.00	158,000.00	158,000.00	.00	100.0
TOTAL FUND REVENUE	18,106.85	192,733.47	2,255,038.00	2,062,304.53	8.6

CITY OF WHITTIER  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 2 MONTHS ENDING FEBRUARY 29, 2016

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>ADMIN</u>					
01-400-6000 SALARIES & WAGES	21,299.32	49,168.23	276,242.00	227,073.77	17.8
01-400-6030 FICA TAXES	333.83	667.66	4,006.00	3,338.34	16.7
01-400-6040 WORKER'S COMP.	147.83	295.66	1,774.00	1,478.34	16.7
01-400-6050 ESC TAXES	384.00	824.79	4,608.00	3,783.21	17.9
01-400-6060 HEALTH & LIFE INSURANCE	3,532.96	7,331.05	52,920.00	45,588.95	13.9
01-400-6070 PERS RETIREMENT	3,351.10	8,830.58	60,773.00	51,942.42	14.5
01-400-6205 ADVERTISING	.00	.00	2,100.00	2,100.00	.0
01-400-6210 B.T.I. CONDO FEES	928.25	1,856.50	10,643.00	8,786.50	17.4
01-400-6212 CONDO MAINTENANCE	.00	278.02	3,000.00	2,721.98	9.3
01-400-6220 BANK SERVICES CHARGES	792.70	750.00	4,000.00	3,250.00	18.8
01-400-6240 COMMUNITY SUPPORT-DONATIONS	.00	.00	500.00	500.00	.0
01-400-6280 DUES & SUBSCRIPTIONS	.00	.00	1,800.00	1,800.00	.0
01-400-6410 INSURANCE - LIABILITY	.00	.00	20,112.00	20,112.00	.0
01-400-6440 INSURANCE - PROPERTY	.00	.00	5,783.00	5,783.00	.0
01-400-6540 LICENSES & PERMITS	.00	.00	150.00	150.00	.0
01-400-6541 PENALTIES & FEES	.00	.00	350.00	350.00	.0
01-400-6565 OUTSIDE CONTRACTORS	.00	250.00	15,000.00	14,750.00	1.7
01-400-6570 PHYSICAL EXAMS & BACKGROUND CK	.00	.00	250.00	250.00	.0
01-400-6580 POSTAGE	.00	647.66	5,000.00	4,352.34	13.0
01-400-6600 PROF. FEES - AUDIT	.00	.00	39,000.00	39,000.00	.0
01-400-6610 PROF. FEES - ACCOUNTING	.00	.00	120,000.00	120,000.00	.0
01-400-6620 PROF. FEES - APPRAISAL	2,000.00	2,000.00	20,000.00	18,000.00	10.0
01-400-6625 PROF. FEES - FINANCIAL SOFTWARE	3,725.00	7,450.00	45,000.00	37,550.00	16.6
01-400-6635 PROF. FEES - COMPUTER SUPPORT	.00	.00	15,000.00	15,000.00	.0
01-400-6636 PROF FEES - WEB SITE SUPPORT	800.00	800.00	3,000.00	2,200.00	26.7
01-400-6645 PROF. FEES - GRANT ADM.	.00	.00	30,000.00	30,000.00	.0
01-400-6650 PROF. FEES - LEGAL	.00	6,104.16	150,000.00	143,895.84	4.1
01-400-6675 COMPREHENSIVE PLAN	.00	.00	20,000.00	20,000.00	.0
01-400-6770 TRAVEL, TRAINING & DEV.	2,137.70	2,956.96	20,000.00	17,043.04	14.8
01-400-7351 EQUIPMENT MAINT. AGREEMENTS	.00	.00	8,600.00	8,600.00	.0
01-400-7450 REPAIRS-OFFICE EQUIPMENT	.00	.00	500.00	500.00	.0
01-400-8550 SUPPLIES - OFFICE	75.00	667.98	7,500.00	6,832.02	8.9
01-400-8750 SUPPLIES - PRINTING	.00	.00	1,000.00	1,000.00	.0
01-400-9000 UTILITIES - INTERNET	436.33	1,303.42	10,000.00	8,696.58	13.0
01-400-9070 UTILITIES - TELEPHONE	501.48	1,005.15	7,000.00	5,994.85	14.4
01-400-9100 MISCELLANEOUS EXPENSES	.00	.00	1,000.00	1,000.00	.0
01-400-9300 PROJECT DEVELOPMENT	.00	9,823.70	35,000.00	25,176.30	28.1
01-400-9900 INTERDEPARTMENT SUPPORT	( 11,794.84)	( 23,589.68)	( 176,538.00)	( 152,948.32)	( 13.4)
TOTAL ADMIN	28,650.66	79,421.84	825,073.00	745,651.16	9.6

CITY OF WHITTIER  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 2 MONTHS ENDING FEBRUARY 29, 2016

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>COUNCIL</u>					
01-401-6240 CITY COUNCIL-COMMUNITY SUPPORT	.00	.00	3,000.00	3,000.00	.0
01-401-6280 DUES & SUBSCRIPTIONS	.00	.00	150.00	150.00	.0
01-401-6325 FIREWORKS	.00	.00	12,500.00	12,500.00	.0
01-401-6710 PUBLIC RELATIONS	.00	.00	250.00	250.00	.0
01-401-6770 TRAVEL, TRAINING & DEV.	60.00	60.00	10,000.00	9,940.00	.6
01-401-6800 COUNCIL CHAMBER IMPROV	.00	.00	40,000.00	40,000.00	.0
01-401-8550 SUPPLIES - OFFICE	.00	.00	100.00	100.00	.0
01-401-9070 UTILITIES - TELEPHONE	.00	.00	400.00	400.00	.0
01-401-9500 LOBBYIST FEES	9,000.00	20,250.00	108,000.00	87,750.00	18.8
TOTAL COUNCIL	9,060.00	20,310.00	174,400.00	154,090.00	11.7
<u>COMMISSION</u>					
01-402-6000 SALARIES & WAGES	93.03	922.50	11,070.00	10,147.50	8.3
01-402-6030 FICA TAXES	1.35	14.76	161.00	146.24	9.2
01-402-6040 WORKER'S COMP	48.15	38.80	345.00	306.20	11.3
01-402-6050 ESC TAXES	25.83	51.66	310.00	258.34	16.7
01-402-6060 HEALTH & LIFE INSURANCE	198.96	198.96	2,520.00	2,321.04	7.9
01-402-6070 PERS RETIREMENT	20.46	20.46	2,435.00	2,414.54	.8
01-402-6760 TRAINING & PROF DEVELOPMENT	.00	.00	250.00	250.00	.0
01-402-9100 MISCELLANEOUS EXPENSES	.00	134.92	250.00	115.08	54.0
TOTAL COMMISSION	387.78	1,382.06	17,341.00	15,958.94	8.0
<u>ELECTIONS</u>					
01-420-6100 VOLUNTEER SUPPORT	.00	.00	1,200.00	1,200.00	.0
01-420-6205 ADVERTISING	.00	.00	600.00	600.00	.0
TOTAL ELECTIONS	.00	.00	1,800.00	1,800.00	.0

CITY OF WHITTIER  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 2 MONTHS ENDING FEBRUARY 29, 2016

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>PUBLIC SAFETY</u>					
01-510-6000 SALARIES & WAGES	18,836.15	51,900.82	354,198.00	302,297.18	14.7
01-510-6030 FICA TAXES	461.87	1,231.53	8,540.00	7,308.47	14.4
01-510-6040 WORKER'S COMP.	1,768.33	3,536.66	21,220.00	17,683.34	16.7
01-510-6050 ESC TAXES	511.41	1,079.19	6,761.00	5,681.81	16.0
01-510-6060 HEALTH & LIFE INSURANCE	3,042.02	5,183.95	63,000.00	57,816.05	8.2
01-510-6070 PERS RETIREMENT	3,478.75	9,050.14	70,492.00	61,441.86	12.8
01-510-6091 UNIFORM ALLOWANCE	80.00	230.00	2,300.00	2,070.00	10.0
01-510-6100 VOLUNTEER SUPPORT	.00	.00	1,500.00	1,500.00	.0
01-510-6205 ADVERTISING	.00	.00	50.00	50.00	.0
01-510-6210 B.T.I. CONDO FEES	165.65	481.95	2,500.00	2,018.05	19.3
01-510-6280 DUES & SUBSCRIPTIONS	.00	.00	100.00	100.00	.0
01-510-6410 INSURANCE - LIABILITY	.00	.00	4,938.00	4,938.00	.0
01-510-6420 INSURANCE - AUTO	.00	.00	10,524.00	10,524.00	.0
01-510-6440 INSURANCE - PROPERTY	.00	.00	289.00	289.00	.0
01-510-6490 POLICE-INSURANCE CLAIMS-DEDUCT	.00	.00	10,000.00	10,000.00	.0
01-510-6540 LICENSES & PERMITS	.00	.00	100.00	100.00	.0
01-510-6565 OUTSIDE CONTRACTORS	.00	.00	1,500.00	1,500.00	.0
01-510-6570 PHYSICAL EXAMS	.00	.00	1,000.00	1,000.00	.0
01-510-6580 POSTAGE	.00	28.44	200.00	171.56	14.2
01-510-6700 PUBLICATIONS & SUBSCRIPTIONS	.00	.00	1,000.00	1,000.00	.0
01-510-6735 EQUIPMENT PURCHASE	.00	970.71	14,000.00	13,029.29	6.9
01-510-6761 TRAINING - EMS SUPVSG MD	3,000.00	3,000.00	12,000.00	9,000.00	25.0
01-510-6770 TRAVEL, TRAINING & DEV.	.00	314.05	9,000.00	8,685.95	3.5
01-510-7100 BUILDING MAINT.	.00	.00	1,500.00	1,500.00	.0
01-510-7150 REPAIRS - COMMUNICATION EQUIPM	.00	92.39	1,800.00	1,707.61	5.1
01-510-7200 REPAIRS-COMPUTER SYSTEM	.00	30.00	500.00	470.00	6.0
01-510-7350 REPAIRS - EQUIPMENT	.00	258.00	3,050.00	2,792.00	8.5
01-510-7400 REPAIRS - VEHICLES	.00	406.14	18,300.00	17,893.86	2.2
01-510-7750 GAS & OIL - VEHICLES	416.38	416.38	22,500.00	22,083.62	1.9
01-510-8020 SUPPLIES - AMMUNITION	.00	.00	1,200.00	1,200.00	.0
01-510-8100 SUPPLIES - COMPUTERS	.00	.00	750.00	750.00	.0
01-510-8150 SUPPLIES - CONSUMABLE	.00	186.51	5,000.00	4,813.49	3.7
01-510-8550 SUPPLIES - OFFICE	.00	49.77	3,500.00	3,450.23	1.4
01-510-8650 SUPPLIES & DRUGS BILLABLE	.00	.00	4,800.00	4,800.00	.0
01-510-8950 SUPPLIES - UNIFORMS	.00	.00	10,700.00	10,700.00	.0
01-510-9000 UTILITIES - INTERNET	495.00	990.00	15,000.00	14,010.00	6.6
01-510-9010 UTILITIES - ELECTRICITY	.00	.00	3,200.00	3,200.00	.0
01-510-9040 UTILITIES - HEATING FUELS	.00	.00	6,400.00	6,400.00	.0
01-510-9070 UTILITIES - TELEPHONE	938.71	2,036.42	14,000.00	11,963.58	14.6
01-510-9200 GRANT EXPENDITURES	.00	.00	2,000.00	2,000.00	.0
TOTAL PUBLIC SAFETY	33,194.27	81,473.05	709,412.00	627,938.95	11.5

CITY OF WHITTIER  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 2 MONTHS ENDING FEBRUARY 29, 2016

GENERAL FUND

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>CLINIC</u>					
01-535-6210 B.T.I. CONDO FEE	909.07	1,818.14	11,684.00	9,865.86	15.6
01-535-6211 RENTAL UNIT	.00	.00	1,000.00	1,000.00	.0
01-535-9100 MISCELLANEOUS EXP	.00	.00	9,000.00	9,000.00	.0
TOTAL CLINIC	909.07	1,818.14	21,684.00	19,865.86	8.4

PUBLIC WORKS

01-600-6000 SALARIES & WAGES	8,035.96	25,466.67	153,694.00	128,227.33	16.6
01-600-6030 FICA TAXES	116.52	823.32	5,205.00	4,381.68	15.8
01-600-6040 WORKER'S COMP.	545.46	1,091.12	6,548.00	5,456.88	16.7
01-600-6050 ESC TAXES	131.83	507.36	2,911.00	2,403.64	17.4
01-600-6060 HEALTH & LIFE INSURANCE	1,524.10	3,099.10	18,900.00	15,800.90	16.4
01-600-6070 PERS RETIREMENT	1,767.94	5,564.19	23,283.00	17,718.81	23.9
01-600-6091 UNIFORM ALLOWANCE	.00	10.00	.00	( 10.00)	.0
01-600-6420 INSURANCE - AUTO	.00	.00	3,870.00	3,870.00	.0
01-600-6440 INSURANCE - PROPERTY	.00	.00	12,154.00	12,154.00	.0
01-600-6490 INSURANCE CLAIMS-DEDUCTIBLES	.00	.00	5,000.00	5,000.00	.0
01-600-6540 LICENSES & FEES	.00	.00	250.00	250.00	.0
01-600-6565 OUTSIDE CONTRACTORS	.00	.00	10,000.00	10,000.00	.0
01-600-6570 PHYSICAL EXAMS	.00	.00	500.00	500.00	.0
01-600-6740 SMALL TOOLS	.00	105.99	1,500.00	1,394.01	7.1
01-600-6770 TRAVEL, TRAINING & DEV.	.00	.00	2,000.00	2,000.00	.0
01-600-7100 REPAIRS - BUILDINGS	.00	173.15	5,000.00	4,826.85	3.5
01-600-7210 REPAIRS - ROADS	.00	.00	15,000.00	15,000.00	.0
01-600-7350 REPAIRS - EQUIPMENT	.00	30.00	30,000.00	29,970.00	.1
01-600-7750 GAS & OIL - VEHICLES	147.18	147.18	45,000.00	44,852.82	.3
01-600-8550 SUPPLIES - OFFICE	.00	.00	500.00	500.00	.0
01-600-8950 SUPPLIES - UNIFORMS	.00	.00	1,000.00	1,000.00	.0
01-600-8970 SUPPLIES - SAFETY	.00	.00	2,000.00	2,000.00	.0
01-600-8995 SUPPLIES & MATERIALS	.00	.00	15,000.00	15,000.00	.0
01-600-9000 UTILITIES - INTERNET	243.00	486.00	5,938.00	5,452.00	8.2
01-600-9010 UTILITIES - ELECTRICITY	.00	.00	31,500.00	31,500.00	.0
01-600-9040 UTILITIES - HEATING FUEL	.00	.00	35,000.00	35,000.00	.0
01-600-9070 UTILITIES - TELEPHONE	232.11	460.55	2,500.00	2,039.45	18.4
01-600-9095 UTILITIES - WATER/SEWER	.00	.00	8,000.00	8,000.00	.0
01-600-9900 INTERDEPARTMENT SUPPORT	( 2,916.66)	( 5,833.32)	( 35,000.00)	( 29,166.68)	( 16.7)
TOTAL PUBLIC WORKS	9,827.44	32,131.31	407,253.00	375,121.69	7.9

PROPERTY & FACILITIES

01-700-6210 B.T.I. CONDO FEES	459.44	848.88	5,407.00	4,558.12	15.7
01-700-6215 CONDO MAINTENANCE	83.00	166.00	1,000.00	834.00	16.6
01-700-7100 REPAIRS - BUILDINGS	.00	.00	5,000.00	5,000.00	.0
01-700-9000 UTILITIES - INTERNET SERVICE	92.00	184.00	1,500.00	1,316.00	12.3
TOTAL PROPERTY & FACILITIES	634.44	1,198.88	12,907.00	11,708.12	9.3

CITY OF WHITTIER  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 2 MONTHS ENDING FEBRUARY 29, 2016

		GENERAL FUND				
		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>GF ADMN CAPITAL OUTLAY</u>						
01-910-9530	CAPITOL OUTLAY - COMP	.00	.00	5,000.00	5,000.00	.0
	TOTAL GF ADMN CAPITAL OUTLAY	.00	.00	5,000.00	5,000.00	.0
<u>GF PARK &amp; REC CAP OUTLAY</u>						
01-970-9510	CAPITAL OUTLAY	.00	.00	20,000.00	20,000.00	.0
	TOTAL GF PARK & REC CAP OUTLAY	.00	.00	20,000.00	20,000.00	.0
	TOTAL FUND EXPENDITURES	82,663.66	217,735.28	2,194,870.00	1,977,134.72	9.9
	NET REVENUE OVER EXPENDITURES	( 64,556.81)	( 25,001.81)	60,168.00	85,169.81	( 41.6)

CITY OF WHITTIER  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 2 MONTHS ENDING FEBRUARY 29, 2016

CRUISE SHIP TAX

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>TAXES - REVENUE</u>					
20-310-4008	CRUISE SHIP TAX	721,325.00	721,325.00	800,000.00	78,675.00	90.2
	TOTAL TAXES - REVENUE	721,325.00	721,325.00	800,000.00	78,675.00	90.2
	<u>INVESTMENT EARNINGS</u>					
20-360-4900	EARNINGS ON INVESTMENT	.00	.00	15,044.00	15,044.00	.0
	TOTAL INVESTMENT EARNINGS	.00	.00	15,044.00	15,044.00	.0
	TOTAL FUND REVENUE	721,325.00	721,325.00	815,044.00	93,719.00	88.5

CITY OF WHITTIER  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 2 MONTHS ENDING FEBRUARY 29, 2016

CRUISE SHIP TAX

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>DONATIONS - SUPPORT</u>					
20-400-6240	MUSEUM SUPPORT - DONATIONS	.00	.00	10,000.00	10,000.00	.0
	TOTAL DONATIONS - SUPPORT	.00	.00	10,000.00	10,000.00	.0
	<u>TRANSFERS OUT</u>					
20-990-9990	TRANSFER TO GENERAL FUND	.00	158,000.00	158,000.00	.00	100.0
20-990-9993	TRANSFER TO PUBLIC SFTY BLDG	.00	.00	2,500,000.00	2,500,000.00	.0
	TOTAL TRANSFERS OUT	.00	158,000.00	2,658,000.00	2,500,000.00	5.9
	TOTAL FUND EXPENDITURES	.00	158,000.00	2,668,000.00	2,510,000.00	5.9
	NET REVENUE OVER EXPENDITURES	721,325.00	563,325.00	( 1,852,956.00)	( 2,416,281.00)	30.4

CITY OF WHITTIER  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 2 MONTHS ENDING FEBRUARY 29, 2016

RAILROAD STATION IMPROVEMENT

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>GRANT REVENUE</u>					
22-330-4000	GRANT REVENUES 10-DC-032	.00	.00	280,817.00	280,817.00	.0
	TOTAL GRANT REVENUE	.00	.00	280,817.00	280,817.00	.0
	TOTAL FUND REVENUE	.00	.00	280,817.00	280,817.00	.0

CITY OF WHITTIER  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 2 MONTHS ENDING FEBRUARY 29, 2016

RAILROAD STATION IMPROVEMENT

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>GRANT EXPENDITURES</u>					
22-900-9200	GRANT EXPENDITURES 10-DC-032	.00	.00	280,817.00	280,817.00	.0
	TOTAL GRANT EXPENDITURES	.00	.00	280,817.00	280,817.00	.0
	TOTAL FUND EXPENDITURES	.00	.00	280,817.00	280,817.00	.0
	NET REVENUE OVER EXPENDITURES	.00	.00	.00	.00	.0

CITY OF WHITTIER  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 2 MONTHS ENDING FEBRUARY 29, 2016

COMMUNITY DEVELOPMENT

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>GRANT REVENUES</u>					
24-330-4000	GRANT REVENUES 09-RR-022	19,082.74	19,082.74	25,482.00	6,399.26	74.9
	TOTAL GRANT REVENUES	19,082.74	19,082.74	25,482.00	6,399.26	74.9
	TOTAL FUND REVENUE	19,082.74	19,082.74	25,482.00	6,399.26	74.9

CITY OF WHITTIER  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 2 MONTHS ENDING FEBRUARY 29, 2016

COMMUNITY DEVELOPMENT

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>GRANT EXPENDITURES</u>					
24-900-9200	GRANT EXPENDITURES 09-RR-022	.00	.00	25,482.00	25,482.00	.0
	TOTAL GRANT EXPENDITURES	.00	.00	25,482.00	25,482.00	.0
	TOTAL FUND EXPENDITURES	.00	.00	25,482.00	25,482.00	.0
	NET REVENUE OVER EXPENDITURES	19,082.74	19,082.74	.00	( 19,082.74)	.0

CITY OF WHITTIER  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 2 MONTHS ENDING FEBRUARY 29, 2016

PUBLIC WORKS/SAFETY COMPLEX

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>GRANT REVENUE</u>					
29-330-4010	GRANT REVENUE - STATE DCCED	.00	.00	1,939,729.00	1,939,729.00	.0
	TOTAL GRANT REVENUE	.00	.00	1,939,729.00	1,939,729.00	.0
	<u>TRANSFERS FROM OTHER FUNDS</u>					
29-390-4982	TRANSFER IN	.00	.00	2,500,000.00	2,500,000.00	.0
	TOTAL TRANSFERS FROM OTHER FUNDS	.00	.00	2,500,000.00	2,500,000.00	.0
	TOTAL FUND REVENUE	.00	.00	4,439,729.00	4,439,729.00	.0

CITY OF WHITTIER  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 2 MONTHS ENDING FEBRUARY 29, 2016

PUBLIC WORKS/SAFETY COMPLEX

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>CAPITAL EXPENDITURES</u>					
29-600-9200	CAPITAL EXPENDITURES-PUBLIC WO	.00	.00	4,439,729.00	4,439,729.00	.0
	TOTAL CAPITAL EXPENDITURES	.00	.00	4,439,729.00	4,439,729.00	.0
	TOTAL FUND EXPENDITURES	.00	.00	4,439,729.00	4,439,729.00	.0
	NET REVENUE OVER EXPENDITURES	.00	.00	.00	.00	.0

CITY OF WHITTIER  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 2 MONTHS ENDING FEBRUARY 29, 2016

SHOTGUN COVE

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>STATE GRANT REVENUE</u>					
30-320-4068	GRANT REV- IV 13-DC-508	657,228.86	657,228.86	1,191,999.00	534,770.14	55.1
30-320-4070	GRANT REV PHS V 15-DC-160	.00	.00	2,000,000.00	2,000,000.00	.0
	TOTAL STATE GRANT REVENUE	657,228.86	657,228.86	3,191,999.00	2,534,770.14	20.6
	<u>FEDERAL GRANT REVENUE WFL</u>					
30-350-4063	GRANT REV - PH III	.00	.00	1,951,875.00	1,951,875.00	.0
	TOTAL FEDERAL GRANT REVENUE WFL	.00	.00	1,951,875.00	1,951,875.00	.0
	TOTAL FUND REVENUE	657,228.86	657,228.86	5,143,874.00	4,486,645.14	12.8

CITY OF WHITTIER  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 2 MONTHS ENDING FEBRUARY 29, 2016

SHOTGUN COVE

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>STATE GRANT EXPENDITURES</u>					
30-820-9204	GRANT EXP PHS IV 13-DC-508	.00	.00	1,191,999.00	1,191,999.00	.0
30-820-9542	GRANT EXP PHS V 15-DC-160	.00	.00	2,000,000.00	2,000,000.00	.0
	TOTAL STATE GRANT EXPENDITURES	.00	.00	3,191,999.00	3,191,999.00	.0
	<u>FEDERAL GRANT EXPENDITURES WFL</u>					
30-850-9543	CAPITAL OUTLAY - SHOTGUN COVE	.00	.00	1,951,875.00	1,951,875.00	.0
	TOTAL FEDERAL GRANT EXPENDITURES WF	.00	.00	1,951,875.00	1,951,875.00	.0
	TOTAL FUND EXPENDITURES	.00	.00	5,143,874.00	5,143,874.00	.0
	NET REVENUE OVER EXPENDITURES	657,228.86	657,228.86	.00	( 657,228.86)	.0

CITY OF WHITTIER  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 2 MONTHS ENDING FEBRUARY 29, 2016

WATER AND WASTEWATER

		PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
	<u>CHARGES FOR SERVICES</u>					
50-340-4300	WATER SERVICE CHARGES	.00	5,784.42	295,000.00	289,215.58	2.0
50-340-4350	WASTE WATER SERVICE CHARGES	.00	4,401.32	155,000.00	150,598.68	2.8
50-340-4500	ENTERPRISE-PERMIT FEES	.00	.00	100.00	100.00	.0
	TOTAL CHARGES FOR SERVICES	.00	10,185.74	450,100.00	439,914.26	2.3
	<u>MISCELLANEOUS</u>					
50-360-4901	INTEREST ON BANK ACCOUNTS	.00	.00	5,000.00	5,000.00	.0
50-360-4910	MISCELLANEOUS INCOME	.00	124.87	.00	( 124.87)	.0
	TOTAL MISCELLANEOUS	.00	124.87	5,000.00	4,875.13	2.5
	TOTAL FUND REVENUE	.00	10,310.61	455,100.00	444,789.39	2.3

CITY OF WHITTIER  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 2 MONTHS ENDING FEBRUARY 29, 2016

WATER AND WASTEWATER

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>OPERATION EXPENSES</u>					
50-800-6000 SALARIES & WAGES	12,377.73	31,630.37	171,828.00	140,197.63	18.4
50-800-6030 FICA TAXES	207.58	444.16	2,491.00	2,046.84	17.8
50-800-6040 WORKER'S COMP.	599.75	1,199.50	7,197.00	5,997.50	16.7
50-800-6050 ESC TAXES	335.65	531.40	2,775.00	2,243.60	19.2
50-800-6060 HEALTH & LIFE INSURANCE	2,564.25	5,484.97	33,390.00	27,905.03	16.4
50-800-6070 PERS RETIREMENT	2,574.76	6,771.79	37,802.00	31,030.21	17.9
50-800-6410 INSURANCE - LIABILITY	.00	.00	1,469.00	1,469.00	.0
50-800-6420 INSURANCE - AUTO	.00	.00	2,025.00	2,025.00	.0
50-800-6490 INSURANCE - CLAIMS DEDUCTIBLE	.00	.00	5,000.00	5,000.00	.0
50-800-6540 LICENSES & PERMITS	.00	.00	1,400.00	1,400.00	.0
50-800-6565 OUTSIDE CONTRACTORS	.00	.00	10,000.00	10,000.00	.0
50-800-6570 PHYSICAL EXAMS	.00	.00	500.00	500.00	.0
50-800-6580 POSTAGE	.00	16.15	250.00	233.85	6.5
50-800-6740 SMALL TOOLS	.00	.00	2,500.00	2,500.00	.0
50-800-6750 TESTING WATER/SEWER	.00	.00	5,000.00	5,000.00	.0
50-800-6770 TRAVEL, TRAINING & DEV.	.00	.00	5,000.00	5,000.00	.0
50-800-7100 REPAIRS - BUILDING	.00	.00	5,000.00	5,000.00	.0
50-800-7350 REPAIRS - EQUIPMENT	.00	.00	8,000.00	8,000.00	.0
50-800-7650 REPAIRS - SYSTEM	.00	.00	5,000.00	5,000.00	.0
50-800-7750 GAS & OIL - VEHICLES	.00	.00	3,500.00	3,500.00	.0
50-800-8550 SUPPLIES - OFFICE	.00	.00	500.00	500.00	.0
50-800-8950 UNIFORMS	.00	.00	400.00	400.00	.0
50-800-8970 SUPPLIES - SAFETY	( 320.00)	( 320.00)	2,500.00	2,820.00	( 12.8)
50-800-8995 SUPPLIES & MATERIALS	.00	.00	4,000.00	4,000.00	.0
50-800-9010 UTILITIES - ELECTRICITY	.00	.00	32,250.00	32,250.00	.0
50-800-9040 UTILITIES - HEATING FUEL	.00	.00	13,500.00	13,500.00	.0
50-800-9070 UTILITIES - TELEPHONE	.00	.00	500.00	500.00	.0
50-800-9900 INTERDEPARTMENT SUPPORT	3,792.50	7,585.00	45,510.00	37,925.00	16.7
TOTAL OPERATION EXPENSES	22,132.22	53,343.34	409,287.00	355,943.66	13.0
<u>CAPITAL OUTLAY - FROM RESERVE</u>					
50-900-9580 CAPITAL OUTLAY - VEHICLES	.00	.00	495,000.00	495,000.00	.0
TOTAL CAPITAL OUTLAY - FROM RESERVE	.00	.00	495,000.00	495,000.00	.0
TOTAL FUND EXPENDITURES	22,132.22	53,343.34	904,287.00	850,943.66	5.9
NET REVENUE OVER EXPENDITURES	( 22,132.22)	( 43,032.73)	( 449,187.00)	( 406,154.27)	( 9.6)

CITY OF WHITTIER  
REVENUES WITH COMPARISON TO BUDGET  
FOR THE 2 MONTHS ENDING FEBRUARY 29, 2016

SMALL BOAT HARBOR

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>CHARGES FOR SERVICES</u>					
51-340-4251 USER FEES & PERMITS	.00	.00	75.00	75.00	.0
51-340-4401 MOORAGE - PREFERENTIAL	.00	488,253.39	420,000.00	( 68,253.39)	116.3
51-340-4402 MOORAGE - TRANSIENT	.00	149,263.53	440,000.00	290,736.47	33.9
51-340-4403 BOAT LIFT FEES	.00	.00	13,000.00	13,000.00	.0
51-340-4404 UTILITY FEES	.00	5,262.90	60,000.00	54,737.10	8.8
51-340-4406 WHARFAGE FEES	.00	2,753.30	10,000.00	7,246.70	27.5
51-340-4407 VESSEL TOW FEES	.00	.00	500.00	500.00	.0
51-340-4408 USED OIL COLLECTION F	.00	60.80	1,200.00	1,139.20	5.1
51-340-4409 WAITING LIST FEES	.00	13,600.00	18,000.00	4,400.00	75.6
51-340-4410 PUMP OUT FEES	.00	375.00	500.00	125.00	75.0
51-340-4411 LAUNCH FEES	380.00	2,970.00	100,000.00	97,030.00	3.0
51-340-4412 SHOWERS	.00	8.00	2,500.00	2,492.00	.3
51-340-4413 GRID	.00	.00	1,000.00	1,000.00	.0
51-340-4414 VESSEL MAINTENANCE	.00	.00	6,000.00	6,000.00	.0
51-340-4415 DRY STORAGE FEES	.00	564.00	4,000.00	3,436.00	14.1
51-340-4416 PARKING - ANNUAL	.00	.00	73,000.00	73,000.00	.0
51-340-4418 USER FEES	.00	24.00	4,000.00	3,976.00	.6
51-340-4426 PARKING DAILY	693.00	1,408.00	60,000.00	58,592.00	2.4
51-340-4445 MISC. SERVICES	.00	75.00	1,000.00	925.00	7.5
TOTAL CHARGES FOR SERVICES	1,073.00	664,617.92	1,214,775.00	550,157.08	54.7
<u>LEASES INCOME</u>					
51-345-4512 LEASE - ARRC NET OF RR SHARE	9,535.39	9,535.39	66,000.00	56,464.61	14.5
TOTAL LEASES INCOME	9,535.39	9,535.39	66,000.00	56,464.61	14.5
<u>OTHER REVENUE</u>					
51-360-4417 FUEL FLOAT INCOME	.00	1,305.27	20,000.00	18,694.73	6.5
51-360-4900 INTEREST & LATE FEES ON A/R	.00	.00	4,000.00	4,000.00	.0
51-360-4901 INTEREST ON BANK ACCO	.00	.00	5,000.00	5,000.00	.0
51-360-4910 MISCELLANEOUS INCOME	500.00	500.00	.00	( 500.00)	.0
51-360-4914 RESALE ITEMS	.00	.00	500.00	500.00	.0
TOTAL OTHER REVENUE	500.00	1,805.27	29,500.00	27,694.73	6.1
TOTAL FUND REVENUE	11,108.39	675,958.58	1,310,275.00	634,316.42	51.6

CITY OF WHITTIER  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 2 MONTHS ENDING FEBRUARY 29, 2016

SMALL BOAT HARBOR

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
<u>HARBOR OPERATIONS EXP</u>					
51-800-6000 SALARIES & WAGES	26,857.70	70,778.90	461,555.00	390,776.10	15.3
51-800-6030 FICA TAXES	883.55	2,097.27	11,624.00	9,526.73	18.0
51-800-6040 WORKER'S COMP.	1,329.08	2,658.16	15,949.00	13,290.84	16.7
51-800-6050 ESC TAXES	615.04	1,731.83	10,391.00	8,659.17	16.7
51-800-6060 HEALTH & LIFE INSURANCE	5,413.34	11,646.03	94,500.00	82,853.97	12.3
51-800-6070 PERS RETIREMENT	5,367.62	13,301.14	84,080.00	70,778.86	15.8
51-800-6205 ADVERTISING	.00	.00	1,500.00	1,500.00	.0
51-800-6215 COLLECTION EXPENSE	.00	.00	5,000.00	5,000.00	.0
51-800-6220 BANK SERVICE CHARGES	3,118.87	5,402.76	14,000.00	8,597.24	38.6
51-800-6260 BAD DEBT EXPENSE	.00	.00	10,000.00	10,000.00	.0
51-800-6280 DUES & SUBSCRIPTIONS	.00	75.00	500.00	425.00	15.0
51-800-6410 INSURANCE - LIABILITY	.00	.00	62,256.00	62,256.00	.0
51-800-6420 INSURANCE - AUTO	.00	.00	2,638.00	2,638.00	.0
51-800-6440 INSURANCE - PROPERTY	.00	.00	16,158.00	16,158.00	.0
51-800-6490 INSURANCE CLAIMS-DEDU	.00	.00	5,000.00	5,000.00	.0
51-800-6540 ENTERPRISE-LICENSES & PERMITS	.00	.00	250.00	250.00	.0
51-800-6565 OUTSIDE CONTRACTORS	.00	.00	25,000.00	25,000.00	.0
51-800-6570 PHYSICAL EXAMS	.00	173.00	500.00	327.00	34.6
51-800-6580 POSTAGE	.00	318.70	2,500.00	2,181.30	12.8
51-800-6635 PROF. FEES - COMPUTER SUPPORT	.00	.00	5,000.00	5,000.00	.0
51-800-6636 PROF FEES - WEB SITE	800.00	800.00	2,500.00	1,700.00	32.0
51-800-6650 PROF. FEES - LEGAL	.00	.00	10,000.00	10,000.00	.0
51-800-6700 PUBLICATIONS&SUBS.	.00	.00	350.00	350.00	.0
51-800-6730 EQUIPMENT RENTAL	.00	.00	2,000.00	2,000.00	.0
51-800-6740 SMALL TOOLS	.00	.00	3,000.00	3,000.00	.0
51-800-6770 TRAVEL, TRAINING & DEV.	.00	3,011.00	4,000.00	989.00	75.3
51-800-6780 WASTE DISPOSAL - EVOS	.00	.00	2,000.00	2,000.00	.0
51-800-7100 REPAIRS - BUILDINGS	.00	1,114.00	3,000.00	1,886.00	37.1
51-800-7350 REPAIRS - EQUIPMENT	.00	937.06	16,000.00	15,062.94	5.9
51-800-7400 REPAIRS - VEHICLES	.00	.00	2,000.00	2,000.00	.0
51-800-7500 PARKING LOT MAINTENANCE	.00	.00	1,500.00	1,500.00	.0
51-800-7610 REPAIRS - UTILITIES	.00	.00	6,000.00	6,000.00	.0
51-800-7750 GAS & OIL - VEHICLES	180.22	180.22	9,300.00	9,119.78	1.9
51-800-7820 REPAIRS - DOCKS	.00	.00	20,000.00	20,000.00	.0
51-800-8150 SUPPLIES - CONSUMABLE	.00	.00	8,000.00	8,000.00	.0
51-800-8151 SUPPLIES - CONSUMABLE - SERVS	.00	.00	1,750.00	1,750.00	.0
51-800-8200 SUPPLIES - PARKING	16.69	16.69	4,000.00	3,983.31	.4
51-800-8400 SUPPLIES - FIRE SUPPRESSION	.00	.00	7,000.00	7,000.00	.0
51-800-8550 SUPPLIES - OFFICE	.00	.00	6,000.00	6,000.00	.0
51-800-8750 SUPPLIES - PRINTING	.00	.00	1,500.00	1,500.00	.0
51-800-8800 SUPPLIES - RESALE ITEMS	.00	.00	500.00	500.00	.0
51-800-8950 SUPPLIES - UNIFORMS	.00	.00	2,000.00	2,000.00	.0
51-800-8970 SUPPLIES - SAFETY	.00	.00	2,000.00	2,000.00	.0
51-800-9000 UTILITIES - INTERNET	243.00	486.00	7,000.00	6,514.00	6.9
51-800-9010 UTILITIES - ELECTRICITY	.00	.00	60,000.00	60,000.00	.0
51-800-9040 UTILITIES - HEATING FUEL	.00	.00	4,500.00	4,500.00	.0
51-800-9050 UTILITIES - SOLID WASTE	.00	.00	80,000.00	80,000.00	.0
51-800-9070 UTILITIES - TELEPHONE	294.85	558.04	6,000.00	5,441.96	9.3
51-800-9095 UTILITIES - WATER/WASTEWATER	281.54	281.54	25,000.00	24,718.46	1.1
51-800-9510 SNOW REMOVAL	.00	.00	35,000.00	35,000.00	.0
51-800-9900 INTERDEPARTMENT SUPPORT	10,919.00	21,838.00	131,028.00	109,190.00	16.7

CITY OF WHITTIER  
EXPENDITURES WITH COMPARISON TO BUDGET  
FOR THE 2 MONTHS ENDING FEBRUARY 29, 2016

SMALL BOAT HARBOR

	PERIOD ACTUAL	YTD ACTUAL	BUDGET	UNEXPENDED	PCNT
TOTAL HARBOR OPERATIONS EXP	56,320.50	137,405.34	1,291,329.00	1,153,923.66	10.6
<u>CAPITAL OUTLAY - FROM RESERVE</u>					
51-900-9510 CAPITOL OUTLAY - BLDG & FACIL	.00	.00	120,000.00	120,000.00	.0
51-900-9520 CAPITAL OUTLAY - EQUIPMENT	.00	.00	150,000.00	150,000.00	.0
51-900-9530 CAPITOL OUTLAY - COMP	.00	.00	5,000.00	5,000.00	.0
TOTAL CAPITAL OUTLAY - FROM RESERVE	.00	.00	275,000.00	275,000.00	.0
TOTAL FUND EXPENDITURES	56,320.50	137,405.34	1,566,329.00	1,428,923.66	8.8
NET REVENUE OVER EXPENDITURES	( 45,212.11)	538,553.24	( 256,054.00)	( 794,607.24)	210.3

March 9, 2016

From: Harbormaster  
To: City Manager

Subj: Monthly Harbor Report

Administration:

- We are continuing to pursue past due accounts through small claims court.
- Currently soliciting proposals for new roof and siding for the harbor office. Ten contractors have conducted site visits.
- Parking fees will be payable by phone, internet, or with a smartphone application by next week. Signs will be posted with instructions.
- Harbor fees can now be paid online. Instructions will be provided on invoices.

Harbor:

- Outside staff performed cleanup at the head of the bay.
- Two damaged electrical pedestals were replaced on C float.
- Video cameras are installed to monitor the launch ramp and to enforce launch payments.
- Portions of the deck for the city dock were replaced. Material is also on hand to replace bull rails on "A" float and finish leveling the fingers on "B" float.
- Purchase of a new generator is delayed while we determine the specific requirements for the generator for the new public safety building. We can get an approximate 8% price reduction if we purchase both at the same time.

Meetings attended:

- Small claims court
- Port and Harbor Commission

Copy to:  
File



# THE CITY OF WHITTIER

Gateway to the Western Prince William Sound

P. O. Box 608 • Whittier, Alaska 99693 • (907) 472-2327 • Fax (907) 472-2404

## MEMORANDUM

---

To: Mark Lynch, City Manager

From: David M. Schofield, Director of Public Safety

Re: Monthly Public Safety Council Report

Date: 11 March 2016

### **POLICE**

Equipment Violation	2	Disorderly Conduct	1
Agency Assist	12	Public Assist	9
Noise Disturbance	5	Motorist Assist	5
Theft	1	REDDI	2
Paper Service	1	Assault	2
Criminal Trespass	3	DWLR	1
Domestic Disturbance	4	Speeding	6
Welfare Check	2	Animal Complaint	2
Motor Vehicle Accident	4	Resisting Arrest	1
Warrant Arrest	1		
Misconduct with Controlled Substance	4		

Patrol Vehicles have been cycled through for maintenance and upgrades of Plate recognition equipment. Currently working on finalizing the software upgrade in preparation of the summer season for both Plate Smart and Interact.

Seasonal applications for the officer position have been received and are being reviewed. Interviews for qualified candidates will begin within the next week or two. We have had one candidate spend several days in Whittier getting to know the community.

## **EMS**

### **2 Ambulance calls**

- 1 Advanced life support
- 1 Basic life support

## **Fire**

### **2 Fire calls**

- 1 Public Assist
- 1 Building Inspection

# Memorandum

To: Mark Lynch - City Manager

From: Scott Korbe

Subject: Monthly Public Works Report

Date: March 9, 2016

During the past month the Publics Works Department has been focused on the following:

## **Equipment:**

- ▶ Engine 101 – Repair air break governor
- ▶ Snow Blower – Replace Rotational Chain

## **Sanitary Sewer**

- ▶ Inspect triangle area for earthquake damage
- ▶ Clean floats at Lift Station 4

## **Water**

- Cruise Ship Terminal – Repair hydrant bonnet
- Annual Maintenance – water meters and double checks

## **Roads**

- ▶ Plow snow and insure drainage

## **Construction Projects**

- ▶ SCR Phase 4 (Second Salmon Run Culverts)
  - Winter Shutdown until spring
- ▶ Well House Electrical and emergency generator –
  - Working with CRW engineering to finalize Bid Documents.
  - Working with the Harbor Master for generator package purchase.
- ▶ RR Plaza at the Pedestrian Tunnel
  - Met with the corp to go over project details
  - Waiting on the corp to issue the design plans and material lists.

**Notes from the PW Director** This month I have focused my attention on the following areas:

- ▶ Participated in the following meetings
  - Council Meeting
  - P&H
  - P&Z
  - CRW – Well House Electrical
  - Army Corp
    - RR Plaza
    - Permitting requirements for tidelands work.



# THE CITY OF WHITTIER

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**PLANNING COMMISSION  
REGULAR MEETING  
WEDNESDAY, JANUARY 6, 2016  
Homeowner's Lounge, Begich Towers Building**

**MINUTES**

**1. CALL TO ORDER**

Charlene Arneson called the meeting to order at 6:03 pm.

**2. ROLL CALL**

**Commission members present and establishing a quorum:**

Charlene Arneson	Seat A	Present
Terry Bender	Seat B	Absent
Ed Hedges	Seat C	Present
Jean Swingle	Seat D	Present
Dyanna Pratt	Seat E	Present

**ADMINISTRATION PRESENT**

Mark Lynch, City Manager

Scott Korbe, Public Works Director

Brenda Krol, City Clerk

**PUBLIC PRESENT**

None

**3. APPROVAL OF REGULAR MEETING AGENDA**

**MOTION:** Ed Hedges made a motion to approve the January 6, 2016 Regular Meeting Agenda as is.

**SECOND:** Dyanna Pratt

**VOTE:** Motion passed unanimously

**DISCUSSION:** None

#### **4. APPROVAL OF MINUTES**

**MOTION:** Dyanna Pratt made a motion to approve the Regular Meeting Minutes of October 7, 2015 as is.

**SECOND:** Jean Swingle

**VOTE:** Motion passed unanimously

**DISCUSSION:** Charlene Arneson requested that the meeting minutes include more detail when it comes to recording the conversations regarding the Hazard Mitigation Plan. Mark Lynch asked Charlene Arneson to explain the difference between this and what Dave Schofield does on a daily basis. Charlene replied that if there is any new business or buildings, that needs to be documented so we can record it on our FEMA application.

Mark reported that Dave attends monthly teleconference meetings with DHS& EM on emergency management and hazardous mitigation.

Mark Lynch added that Dave Schofield will soon attend training on weapons of mass destruction, which is hazardous materials, in a sense. He's attended this type of training for the past couple of years. Charlene stated that we need to document what Dave is doing.

In addition, Mark stated that Dave Schofield completed a total hazard mitigation assessment with the Department of Homeland Security. Mark Lynch will invite Dave Schofield to attend the next Planning Commission meeting to give an overview on what he has done over the last year.

Charlene stated that we'll need to start working on the comprehensive plan; the review is done every five years. Mark reported that the city council will hold a special meeting on January 19<sup>th</sup> at 6:00 pm to discuss and establish local priorities and planning. Charlene reminded everyone that the comprehensive plan is something that belongs to the community; public hearings will be held and everyone can share their information.

#### **5. ADMINISTRATIVE REPORTS**

Mark Lynch stated that he'll give updates on various topics as we cover them on the agenda.

#### **6. NEW BUSINESS:**

##### **A. Pre-Application for lots near O'Neill Creek Road**

Charlene stated that the representatives who applied for the pre-application are not present for the meeting, either because they weren't notified or they just couldn't make it to the meeting, so the commission can hold a work shop for discussion and will contact them to inform them of what is needed to proceed with the pre-application.

Mark added that this pertains to the owner and that it would probably be appropriate for them to first apply for a rezone because the land is not zoned residential. Charlene stated that they should also be given a copy of Title 16.

Scott Korbe asked the commission to turn their attention to WMC 16.16.070 which lists the requirements needed; there is a list of requirements missing in the pre-application packet. Mark Lynch agreed that they need to be in compliance with the rest of the requirements before we can proceed, specifically with the zoning requirements. There was much discussion among the members regarding the pre-application, platting and re-zoning requirements needed.

## **7. NON-ACTION BUSINESS**

### **A. Tidelands- Maps**

The City Manager is still waiting to hear from the attorney. He sent them draft language and hopes to have an update at the next meeting. He also stated that he and Dyanna worked on what areas should be commercial and recreational.

### **B. Tank Farm**

Mark Lynch reported that the tank farm has been transferred to federal. They had originally told Mark that they would have information for him in November. He was told that it would probably be a year to a year and a half before we get the deed to the land. He and Mayor Dan Blair will travel to Washington in April to meet with Murkowski, Sullivan and Don Young and he'll bring this up to them. He's not sure if the state will have much influence on this since it's a federal issue.

### **C. Land Trades with Alaska Railroad**

Mark Lynch said that he met with the railroad a few weeks ago to discuss a number of topics. They're adamant that we lost rights to the master lease and we're adamant that we didn't, so that hasn't been resolved. Charlene asked if we're still moving forward with the plans for the head of the bay. Mark replied that they're still moving forward with the plans.

He also stated that in 2007 there was a federal grant given by Ted Stevens to build a new harbor at the head of the bay; it's a 90-10 grant for a breakwater and turning basin. We're waiting to hear back from the Corps to find out which part they want to fund. They will only pay for a breakwater and a turning basin. Everything behind that is our responsibility, but if we get a breakwater and turning basin, we can put in some launch ramps behind the breakwater.

Charlene asked Mark if he talked to Harvey Smith, who is the top harbor engineer in the state of Alaska. Mark replied that he had not, but believes one of the four initial plans submitted was his, but the Corps didn't accept it because it didn't meet their standards.

### **D. Hazard Mitigation Plan**

Covered under discussion of Item 4, approval of minutes.

### **E. Smitty's Cove Park**

Nothing new to report

### **F. Whittier Historic Railroad Plaza**

City Manager, Mark Lynch, reported that the project is moving ahead. The Corps has the old monument disassembled. As soon as the weather is decent, the City will clear the lot near the pedestrian tunnel and the Corps will reassemble the monument. Our goal is to complete the project near the end of June. Mark reported that he applied for an extension for another year.

The Corps needs to complete the project near the end of June. They're providing the labor and we pay for the supplies.

**G. CVP Fund Projects**

All the money is committed to the new public safety building or the harbor. The public safety building came in over budget and they're trying to work that out and he's still waiting to hear about another grant for the harbor.

**H. Shotgun Cove Land**

Scott Korbe reported that the foundation for two of the culverts has been laid. Work has been suspended for the winter and will continue in the spring or early summer. A land agreement has been finalized with the State of Alaska for the staging area.

Charlene Arneson stated that the newest member Alaska Association of School Board has been advocating for the timber funds will go to Washington D.C. for a year; this will be funded by Sitka. Scott added that he spoke to Tim Charnon and was told that there might be funds available.

**I. Street Addresses**

Jean Swingle said that she reached out to people in November regarding this. She learned that the addresses being issued are legitimate, but will still be difficult for them to be recognized out of Whittier, especially by the post office or 911. Scott Korbe stated that the addresses in Google are run by an enhanced timeline.

**8. CORRESPONDENCE**

None

**9. PUBLIC COMMENT**

None

**10. COMMISSION COMMENTS**

None

**11. NEXT MEETING AGENDA ITEMS: To be determined**

**12. NEXT MEETING ATTENDANCE PLANS: February 3, 2016**

**MOTION:** Ed Hedges made a motion to adjourn the meeting.

**SECOND:** Dyanna Pratt

**VOTE:** Unanimous

13. ADJOURNMENT: Charlene Arneson adjourned the meeting at 6:51 pm.

ATTEST:



Brenda Krol  
City Clerk



Charlene Arneson  
Commission Chairperson



# THE CITY OF WHITTIER

Gateway to Western Prince William Sound

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## PORT & HARBOR COMMISSION REGULAR MEETING

Thursday, November 12, 2015  
Homeowner's Lounge, BTI Building  
6:00 pm

### MINUTES

#### CALL TO ORDER

Ed Hedges called the meeting to order at 6:01 pm.

#### OPENING CEREMONY

Ed Hedges led the Pledge of Allegiance.

#### ROLL CALL

Ed Hedges	Seat A	P
Peter Denmark	Seat B	P- (Arrived at 6:50 pm)
Brad Von Wichman	Seat C	A- (Telephonic)
Monty Irvin	Seat D	P
Vacant	Seat E	A
Arnie Arneson	Seat F	P
David Goldstein	Seat G	P

#### ADMINISTRATION PRESENT

Mark Lynch, City Manager  
Scott Korbe, Public Works Director  
Jennifer Rogers, Deputy City Clerk

#### PUBLIC CITIZENS PRESENT

**MOTION:** David Goldstein made a motion to excuse Peter Denmark from tonight's meeting.

**SECOND:** Monty Irvin

**DISCUSSION:** David Goldstein asked if there is a procedure in place for those who cannot make it to the meeting after stating that they'll be present at the meeting. Jennifer replied that there will be times when unforeseeable circumstances will come up. She added that no, there is no procedure in place.

Ed Hedges Y Peter Denmark Q Brad VonWichman Y Monty Irvin Y Seat E    Arnie Arneson Y David Goldstein Y  
**VOTE:** The motion passed unanimously.

### **APPROVAL OF AGENDA**

**MOTION:** Monty Irvin made a motion to approve the Regular Meeting Agenda of November 12, 2015 as is.

**SECOND:** Arnie Arneson

Ed Hedges Y Peter Denmark Q Brad VonWichman Y Monty Irvin Y Seat E    Arnie Arneson Y David Goldstein Y

**VOTE:** The motion passed unanimously.

**DISCUSSION:** None

### **APPROVAL OF MINUTES**

**MOTION:** Monty Irvin made a motion to approve the Port & Harbor Regular Meeting Minutes of October 1, 2015 as is.

**SECOND:** David Goldstein

Ed Hedges Y Peter Denmark Q Brad VonWichman Y Monty Irvin Y Seat U    Arnie Arneson Y David Goldstein Y

**VOTE:** The motion passed unanimously.

**DISCUSSION:** None

### **RE-ORGANIZATION OF COMMISSION**

Acting Chair, Ed Hedges, turned the meeting over to Deputy Clerk, Jennifer Rogers, to re-organize the Port & Harbor Commission for the upcoming year. Jennifer Rogers asked for nominations for the Chair.

**MOTION:** Arnie Arneson made a motion to appoint Ed Hedges for the Chair.

**SECOND:** Brad VonWichman

Jennifer Rogers asked for any other nominations. David Goldstein suggested that we close the nomination and elect Ed by acclamation. Hearing none, she announced that Ed Hedges has been nominated Chair for the Port & Harbor Commission for 2016.

Jennifer then turned the meeting back to Ed Hedges. Ed Hedges asked if there are any nominations for the Vice-Chair.

**MOTION:** David Goldstein nominated Monty Irvin for Vice-Chair.

**SECOND:** Arnie Arneson

Monty Irvin declined.

**MOTION:** Monty Irvin nominated Arnie Arneson for Vice-Chair

**SECOND:** David Goldstein moved that we close the nomination and elect Arnie Vice-Chair by acclamation.

Ed Hedges announced that Arnie Arneson is Vice-Chair.

## **ADMINISTRATIVE REPORTS**

### **A. Harbormaster Report**

Scott Korbe announced that slips have been sent out the first week of December. Contracts will be going out the last week of November/first week of December. Modifications were made to the snow-blowers. Winter preparations are underway. An electrical billing error was discovered and corrected on D, E, F and G floats; the meters were not delineated. Customers were charged ten times more than what they were supposed to and corrections were made.

The new harbormaster will be here the first week of December.

### **B. City Manager's Report**

Mark reported that he didn't have much to report on since he was on vacation these past couple of weeks. Copies of the budget was included the packet for the commission members to review. He answered questions commission members had regarding the budget.

## **CORRESPONDENCE**

None

## **UNFINISHED BUSINESS**

### **A. Installation of Dump Site**

Scott Korbe stated that this will be a project for the new harbormaster. He added that we have a current pump out facility which probably isn't adequate, but there are some things to consider such as, do they want to sacrifice a retail slip? Is there an alternative? Would a portable unit make more sense? Would it be cheaper? Should we consider the cost vs value.

Dave Goldstein asked if we can put this at the city dock. Scott replied that he will have to look into the options.

### **B. Harbor Lighting Bill**

This was covered under the harbormaster's report.

## **NEW BUSINESS**

### **A. Harbormaster**

Covered under Harbormaster's report.

### **B. Setting Goals and Priorities for FY2016**

Monty Irvin asked Mark there's a chance that the subject of wharfage might come up in 2016. Mark replied that we get wharfage off the city dock now in the winter time. We have developed a potential wharfage scenario for the ocean dock for the summer. It didn't work out well during this past summer. Council agreed to raise the fee for wharfage since the fee hadn't been modified in years. The railroad refuses to pay wharf age, stating they're exempt.

### **C. Harbor Budget for FY2016**

David Goldstein questioned various line items of the harbor budget.

### CITIZENS COMMENTS

None

### COMMISSION COMMENTS

David Goldstein thanked the public safety and public works directors for their hard work. Monty agreed. Peter apologized for being late to the meeting.

### NEXT MEETING ATTENDANCE PLANS:

### ADJOURNMENT

**MOTION:** Arnie Arneson made a motion to adjourn the meeting.

**SECOND:** David Goldstein

Ed Hedges Y Peter Denmark Y Brad VonWichman Q Monty Irvin Y Scot E \_ Arnie Arneson Q David Goldstein Y

**VOTE:** The vote passed unanimously

Meeting adjourned at 7:15 pm

Attest: \_\_\_\_\_



Jennifer Rogers  
Deputy City Clerk



Ed Hedges  
Chair

## **Parks & Rec Meeting Report**

### **Time and Place:**

March 6th, 2016, BTI Homeowner Lounger, 1300hrs

### **Attendees:**

Victor Shen, Debra Hicks, Lindsey Erk, Mark Lynch

(Dave Dickason was not able to attend and passed info onto Victor S. to present at meeting.)

**Volleyball court equipment** - Information was passed out and looked over. We decided it was better to call the company since Victor knew nothing about volleyball nets and poles. We will await the results of letting Victor take on that responsibility.

**Barbecues Grills** - Information packets were presented and looked over. We decided on the park grill that resembles, in shape and magnitude, an aircraft carrier. One will be purchased for the city park. <http://www.willygoat.com/catalogsingle.asp?productID=1076>

**Trails adjacent to Whittier City Park** - Dave is interested in clearing old trails and cutting new trails in the wooded area North of the City Park. We need to double check with Mark. Dave don't start your chainsaw yet.

**Park Benches** - There is interest in having Whittier students construct park benches. The committee has committed 20 benjamins to this project. Lindsey, just give us the word.

**Park and Recreation Tools** - Victor is going to research and create a wishlist for tools that can be available for volunteers. Try not to spend too much money Victor... Like more than \$1500. Mark said he could meet with Victor this Thursday to purchase tools.

**Lu Young Park** - We discussed if the issue is having enough garbage receptacles or the frequency of garbage pickups. We also talked about getting more garbage cans. (so are we buying more???) Are fires legal at Lu Young? Dave D. said he walked down there and saw possibilities of creating beach access from the shelter.

**Smitty's Cove** - Scott Korbe said to Dave, benches placed there will be considered complementary fire wood, and will probably most likely be tossed on a fire. Take away, let's start with some garbage cans and strategically placed fire proof boulders.

**Fire pit at City Park** - Ideas were tossed around to construct a "nice" fire pit at the park. We need to find out if we can have a fire pit around the well houses. Debra, do you want to put on paper a vision of how it could look when Mark gets back to us?

**Permit for Alcohol** - We brainstormed methods to provided legal and responsible pathways to the consumption of alcohol in the city's parks. Requiring a permit was an idea Mark will look into.

**Park Regulations/Signs** - Ordinance or administrative regulation??? Mark?? Signs?? Fines?? So many questions...

**Field Trip** - Debra and Victor went on a field trip to the park. The space that was originally plowed for garden space also happens to be exactly the size we need for a volleyball court, the space needs to be graded first, maybe we can do that in conjunction with the site prep for the Public Safety Complex Building. Swings could potentially fit in that area with the very drafty looking cabin.

**Next meeting** - April 2, 2016 (Sat) - 1800 hr at the BTI Homeowner Lounge. Hopefully we will be able to start setting volunteer dates then. There is still plenty of time for new ideas, please bring them! Be there or be square.



Brenda Krol &lt;cclerk@whittieralaska.gov&gt;

---

## March 8 agenda, KMTA presentation and needs survey

---

Lia Siemons &lt;liasiemons@gmail.com&gt;

Wed, Feb 17, 2016 at 10:57 AM

To: cclerk@whittieralaska.gov

Hello Brenda,

Thanks for talking by phone this morning. Kenai Mountains-Tumagain Arm National Heritage Area is identifying and documenting community goals in our Management Plan update to better manage resources and seek grants and partnerships. KMTA serves community projects, so we need Whittier City Council's input.

We would appreciate 10-20 minutes at either the March 8 or March 22 meeting.

Please let me know if you need any additional information, including supporting meeting documents. My contact information is below.

Best,  
Lia

AAAAAAAAAAAA

Lia Siemons  
Kenai Mountains-Tumagain Arm National Heritage Area  
Program Assistant  
[kmtacorridor.org](http://kmtacorridor.org)  
cell: (907) 231-0107



Ghost Forest  
boardwalk and  
interpretive  
panels through a  
2015 grant to the  
Alaska Wildlife  
Conservation  
Center

## Kenai Mountains-Turnagain Arm National Heritage Area

The designation of Alaska's Kenai Mountains-Turnagain Arm as a National Heritage Area recognizes the unique history and culture of an area that cradles one of the most interesting regions of Alaska's history. With its abundant historic, cultural, scenic, and outdoor recreational resources, the Kenai Mountains-Turnagain Arm National Heritage Area (KMTA NHA) is important to understanding our state and national history.

The KMTA NEA encompasses a distinctive landscape of mountains, lakes, rivers, and fjords. The area is located in a region that runs north/south from Seward to Seward and includes Chitwood, Portage, and Moose Pass. To the west, the area includes Cooper Landing, Seward, and Hope. To the east lie Portage, Whittier, and the clear blue waters of Prince William Sound.

National Heritage Areas are designated by an Act of Congress and administered by a local coordinating entity identified in the Act. Designation has no effect on property rights. Funding for locally-initiated projects that enhance and preserve local historic, cultural, scenic, and outdoor recreational resources is provided by the National Park Service through the Kenai Mountains-Turnagain Arm Corridor Communities Association (KMTA CCA).

This Annual Report highlights some of the achievements of the KMTA CCA for 2015 and highlights several projects in which KMTA CCA grants have helped to protect and promote the cultural, historical, and natural assets of this region. Beginning in 2015, we are reporting on the federal fiscal year, October 1 to September 31. Earlier annual reports reflected the calendar year, January 1 to December 31.

For more information about the Kenai Mountains-Turnagain Arm National Heritage Area, please contact the KMTA CCA Executive Director, Kaylene Johnson-Sullivan at [kaylene.johnson@gmail.com](mailto:kaylene.johnson@gmail.com) or visit our website.

<http://kmtacorridor.org>

## BOARD MEMBERS & OFFICERS KMTA Corridor Communities Association September 31, 2015

Janet McChes, President  
Representing Hope  
907-273-2119  
[jmcc@corridor.com](mailto:jmcc@corridor.com)  
1316 K Street  
Anchorage, AK 99501

Don Wilbur, Vice President  
Representing Seward  
907-362-7858  
[dwilbur@gci.net](mailto:dwilbur@gci.net)  
PO Box 112  
Seward, AK 99664

Mona Painter, Secretary  
Representing Cooper Landing  
907-595-1248  
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PO Box 711  
Cooper Landing, AK 99572

Bae Kodowick, Treasurer  
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4630 Emerald Circle  
Anchorage, AK 99502-5120  
(Non-voting)

Bruce Jaffe  
Representing Moose Pass  
907-224-8002  
[jaffe@alaska.peninsula.net](mailto:jaffe@alaska.peninsula.net)  
PO Box 107  
Moose Pass, AK 99631

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Anchorage, AK 99503

Marianne Denkle  
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907-783-2740  
[mdd@alaska.net](mailto:mdd@alaska.net)  
PO Box 887  
Chitwood, AK 99587

Lynne Dorn  
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[dorn@alaska.net](mailto:dorn@alaska.net)  
PO Box 1064  
Gröwood, AK 99547

Sue McClure  
Representing Seward  
907-491-0828  
[sue@alaska.net](mailto:sue@alaska.net)  
PO Box 3616  
Seward, AK 99664

Alexandra M. Lindgren  
Representing Kenai Peninsula  
907-398-3141  
[alindgren@kmta.org](mailto:alindgren@kmta.org)  
33310 St Joseph  
Saladina, AK 99669



## 2015 Annual Report



Cover above: In 2015, KMTA installed the northbound "Discover the Story" welcome sign at the Snow River overlook in time for the Alliance of National Heritage Areas regional conference in May. Cover below: KMTA partnered with Alaska Trails & the Gröwood Trails Committee for a trails maintenance workshop. Left: A History of Mining on the Kenai Peninsula was published through KMTA in 2015.



## Area-wide Projects

**KMTA National Heritage Area Curriculum.** This is an ongoing endeavor with updates being made to the high school and elementary curriculums online resources. A web-based resource matrix and teacher guide was launched in 2015. Schools/educators are invited to apply for mini-grants to encourage educational field trips to the area.

**KMTA National Heritage Area signage.** KMTA received DOT permitting to install the north-bound "Discover the Story" monument sign at the Snow River lookout. A permit was also secured to install the identical south-bound sign at the Windy Corner highway improvement project in 2018. Heritage meditation signs are now available for all grantees to identify their projects as national heritage area sites.

**KMTA National Heritage Area Publications.** KMTA has developed guidelines for publication of future books and publications. Forthcoming in 2016 is a companion book to *Memories of Old Seward*.



## Some Highlights from 2015



**Bicycle trails:** A bike trail map was developed for the KMTA area and is posted on the KMTA website. This is the beginning phase of our goal to help develop a bike trail through the National Heritage Area. An informal survey offered insights into user groups and their vision for future bicycle trails in the area. KMTA also helped to host a trail maintenance workshop in Gardwood.

**City of Whittier:** A series of interpretive signs was installed at significant points of interest around Whittier. The signs depict the military history of the community and are part of a historical walking tour. Because of severe weather in the area, the signs were designed to be removed for winter storage and replaced again in spring.

**Publications:** *Gold Rush Wife* is forthcoming in 2016, a companion book to *Memories of Old Seward*. This original title offers a woman's perspective on the Turnagain Arm Gold Rush. Edited by Dr. Robin Bursell, the original manuscript was written from 100-year-old documents through narratives told to Dorothy Frost.

**KMTA Curriculum:** The project continues to grow in significance across the state and has gained an audience beyond the classroom and the Kenai Peninsula Borough School District. In 2015, Alaska Public Media began airing the DVD videos created in the KMTA curriculum as part of the television's regularly-scheduled statewide broadcast. Grantor, Marc Swenson was nominated for a Governor's Award for his work on this project.

**Museum Development Grants:** These grants continue to support local museums, libraries, and heritage sites. In 2015, the Round House Museum completed an extensive archive project which culminated in the publication of *The James Girard Collection: Photos from 1896-1904*. The Hope Museum uses the grant to refine exhibits, update their website, and send out newsletters each summer. The Cooper Landing Museum is using a KMTA grant to help archive their collections.

## FINANCIALS

2015 Completed Projects	KMTA Award / Match Amt
Hope Museum Development Grant	3,000 3,000
Seward Mariners Memorial	10,000 50,400
River City Academy Field Trip	500 3,004
BuzzBzz Curriculum support	360 0
Hope Highway sign installation	18,588 6,650
Seward Education Resource Matrix	3,838 710
Northern Vista website upgrade	3,973 3,979
Four Colour Spaces to abook	590 0
ANHA Conference in Alaska	0 8,547
Northbound "Discover the Story" sign	23,834 24,000 *
Alaska App Phase 3	5,875 5,875
Gardwood Roundhouse archive project	8,959 9,759
Summit Education DVD Guide	3,204 815
Corvus Design	4,085 0
Earthquake Forest Exhibit	6,000 6,194
City of Whittier heritage sign project	2,500 10,000
Outreach expenses - book promotion	151 859
Reprint of The Spaces Between	7,577 0
Seward Mural Gardens	1,500 3,315
AHF Remaining grant payment	900 900
Book sales income	8,210 8,210
Program Development (staff)	78,819 45,074
<b>Total Completed/Paid</b>	<b>\$183,333 188,655</b>

2015 Grants In-Process	KMTA Award / Match Amt
Cooper Landing Museum Development Grant	3,000 9,019
Roundhouse Museum Development Grant	4,000 1,987
Hope Museum Development Grant	9,000 8,929
Gardwood Town Square signage	2,500 2,500
Public Media Partnership	9,000 9,000
Seward Cable House restoration	10,000 15,000
Hope Quonset Hut restoration	12,000 12,700
Gold Miner's Wife book publication	17,500 18,000
NHA Bicycle Trail Development	15,000 15,000
Turnagain Times outreach	7,500 9,000
AMCC cabin restoration & move	8,500 14,000
Moose Pass Welcome sign	6,785 8,650
Southbound "Discover the Story" sign	24,500 24,900
<b>Total In-process</b>	<b>\$110,282 \$145,258</b>

\*In-kind, pending documentation

**CITY OF WHITTIER, ALASKA  
ORDINANCE #02-2016**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WHITTIER, ALASKA REPEALING WHITTIER MUNICIPAL CODE SECTION 2.08.052 ENTITLED "PARTICIPATION BY TELECONFERENCE," AND AMENDING WHITTIER MUNICIPAL CODE SECTIONS 2.04.070 ENTITLED "EXCUSED ABSENCES," AND 2.04.075 ENTITLED "TELEPHONIC OR OTHER ELECTRONIC PARTICIPATION."**

**THE WHITTIER CITY COUNCIL HEREBY ORDAINS:**

**Section 1. Classification.** This Ordinance is permanent in nature and upon approval of the City Council shall be codified in the Whittier Municipal Code.

**Section 2. Repeal of Section 2.08.052.** Section 2.08.052 is hereby repealed.

**Section 3. Amendment of Section 2.04.070.** Section 2.04.070 is hereby amended to read as follows: [deletions in red strikethrough, additions underlined in red]

**2.04.070 Excused absences.**

A. A Council member's absence from a regular Council meeting may be excused only if:

1. The member is excused by motion of the Council at a regular meeting;
2. The absence occurs because the member was conducting authorized business on behalf of the City, in which case the absence will be automatically excused and the excusable absence will be noted in the minutes of the meeting at which the absence occurred.

B. No Council member may be excused from more than ~~six~~four (4) regular meetings in a 12-month period unless the additional absences are necessitated by:

~~1. Education related to the member's occupation or profession;~~

~~2. Travel required by the member's occupation or profession;~~

~~3.1.~~ Conditions of the member's employment which are beyond his control; or

~~4.2.~~ Any injury or illness of the member or a member of his family.

~~C. No Council member may be excused from more than nine regular meetings in a 12-month period unless the additional absences are necessitated by an injury or illness of the member. However, the additional absences shall not be excused if the Council finds that the conduct of the City's business will be substantially impaired as a result of the absences.~~

~~D. A Council member who is participating in a Council meeting telephonically is not allowed to participate in executive sessions.~~

~~E.C.~~ Except as hereinafter provided, all Council member requests for an excused absence must be made in writing, including electronic facsimile transmission or email delivered to the City Clerk.

~~F.D.~~ In the event of an absence resulting from an event beyond the control of the Council member, the Council member, within 14 days, may request in writing to be excused from a missed meeting.

**Section 4. Amendment of Section 2.04.075.** Section 2.04.075 is hereby amended to read as follows: [deletions in red strikethrough, additions underlined in red]

**2.04.075 Telephonic or other electronic participation.** A council member may participate in a regular or special meeting, including any Executive Session thereof, by telephonic or other electronic means. Telephonic or other electronic participation is limited to ~~four (4)~~ six (6) times ~~per year~~ in a consecutive 12 month period.

A. A request to participate in a regular or special meeting must be made in writing (hand-delivered request, mail or email) to the City Clerk, 3 hours in advance of the meeting.

**Section 5. Effective Date.** This ordinance shall be effective upon adoption.

**PASSED AND APPROVED** by a duly constituted quorum of the Whittier City Council on this 15<sup>th</sup> day of March, 2016.

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Daniel Blair  
MAYOR

ATTEST:

---

Brenda Krol  
CITY CLERK

Ayes:  
Nays:  
Absent:  
Abstain:

1 CITY OF WHITTIER  
2 ORDINANCE #03-2016  
3

4 AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WHITTIER,  
5 ALASKA REPEALING WHITTIER MUNICIPAL CODE CHAPTER 8.24,  
6 “TRAILERS AND TRAILER CAMPS,”AND AMENDING WHITTIER  
7 MUNICIPAL CODE CHAPTER 12.12, “PUBLIC  
8 CAMPGROUNDS,”AUTHORIZING THE CITY TO UPDATE CAMPSITE FEES  
9 VIA RESOLUTION, LIMITING RECREATIONAL VEHICLE USE TO POSTED  
10 CAMPING AREAS, AND INCORPORATING RECREATIONAL VEHICLE USE  
11 LAWS FROM WHITTIER MUNICIPAL CODE 8.24.  
12

13 WHEREAS, it is in the City’s best interest to offer campsite facilities to its  
14 visitors and residents and to have clear requirements regarding the use of  
15 such campsites.  
16

17 NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of  
18 Whittier, that:  
19

20 Section 1. Classification. This Ordinance is a permanent code ordinance.  
21

22 Section 2. Amendment of Section. Whittier Municipal Code Section 12.12, is  
23 amended to read as follows:  
24

25 8.12.010 Definitions  
26

27 For the purposes of this chapter the following words and phrases are defined as follows:  
28

29 “Authorized officer” refers to the City Manager or the City Manager’s designee.  
30

31 “Camping” or “to camp” or any word or phrase corollary thereto means: (1) to remain  
32 overnight in any place other than within a permanent building affixed to the ground and  
33 designed for human habitation; (2) to park any ~~vehicular trailer~~ recreational vehicle  
34 designed for human habitation irrespective of the length of time of such parking; (3) to  
35 kindle, light, burn or maintain any campfire, bonfire, cooking fire or any other fire,  
36 flame or blaze whatever and including any fire or flame produced by any self-contained  
37 gasoline, liquid or aeriform gas or other chemical-fuel stove or other flame-producing  
38 appliance of any kind whatever and whether situated within or without any motor  
39 vehicle or vehicular trailer of any description.  
40

**“Camping unit” refers to a recreational vehicle as defined in this section, motorized vehicle, or tent.**

“Day,” unless otherwise particularly qualified, refers to any 24-hour period commencing at the hour of 4:00 p.m. on any calendar day.

“Month,” unless otherwise particularly qualified, refers to any 31-day period commencing at the hour of 4:00 p.m. on any calendar day.

**“Recreational vehicle” means a vehicular-type unit primarily designed as a temporary living quarters for recreational, camping or travel use, which either has its own motive power or is mounted on or drawn by another vehicle. The basic entities are: travel trailer, camper, camping trailer, fifth-wheeler, truck camper, and motor home.**

“Season,” unless otherwise particularly qualified, refers to the camping season for any calendar year.

“User” means any and all persons, irrespective of age, camping within and upon any public campground.

“Week,” unless otherwise particularly qualified, refers to any 168-hour period commencing at the hour of 4:00 p.m. on any calendar day.

12.12.020 Camping prohibited except in public campgrounds.

No person shall camp upon any land ~~owned, operated or maintained by the~~ within City except ~~within and~~ upon those lands designated as public campgrounds under the provisions of this chapter.

12.12.030 Designation of public campgrounds.

The City Council by its resolution may designate the location and limits of public campgrounds within and upon any lands owned, operated or maintained by the City and which campgrounds shall thereafter be open to public camping. The said Council by its resolution may further designate which of said campgrounds shall be for the free use of the general public and which of such campgrounds shall be subject to a charge for camping thereon.

12.12.040 Rules and regulation – Compliance.

The City Council by its resolution may establish rules and regulations for the administration of all lands so designated by it as public campgrounds. All persons using or occupying such public campgrounds shall fully comply with all such rules and regulations so established. All such rules and regulations shall be administered by the City Manager or the City Manager's designee department and its authorized officers.

#### 12.12.050 Campsites – Regulations.

A. Each public campground designated under the provisions of this chapter shall be divided into individual campsites. ~~each consisting of not less than 700 square feet in area and of such particular shape and location as shall be determined by this chapter.~~

B. Each such individual campsite shall not be occupied by more than 15 persons.

C. Unless specified otherwise in this code regarding campsites at particular campgrounds, each individual campsite shall not be occupied by more than two motor vehicles and one ~~two vehicular trailers~~ recreational vehicle or tent of any description.

~~D. A group campsite shall be designated as such by the department and shall consist of an area capable of handling up to 15 vehicles and 150 people.~~

#### 12.12.060 Posting.

The ~~department~~ City, by appropriate signs posted upon the ground, shall clearly mark all those areas designated as public campgrounds under the provisions of this chapter. ~~Such signs shall clearly distinguish between free public campgrounds and those campgrounds for the use of which a charge is made. The department, by other appropriate signs posted upon the ground, shall clearly mark as "no camping" areas all other park or recreation areas not so designated as public campgrounds.~~

#### 12.12.070 Camping charges.

In any public campground designated by the City Council as a camping area for the use of which a charge shall be paid by the user thereof for the use of each individual or group campsite therein in the amount and in the manner as follows:

A. Fees for the use of campsites will be established by resolution ~~none code ordinance~~;

B. ~~Payment shall be made in advance and immediately upon the commencement of occupancy of the campsite, and shall be in full for the entire period of time declared by the user as the period of occupancy intended by him;~~ **City campgrounds are designated as self-registration fee areas. Campers shall register and pay the established fees at the designated fee station before occupying a campsite. A valid camping permit must be visibly displayed and attached to all camping units or recreational vehicles at all times.**

C. The use of any campsite may be extended by any user thereof from day to day or week to week or month to month or seasonal upon payment of charges in advance for such extended period and which such advance payment shall be made prior to the hour of 12:00 noon on the calendar day on which the use of such campsite by such user would otherwise expire;

D. No refund of any advance payment shall be made for any reason;

~~E. Payment of all camping charges prescribed by this chapter shall be paid by the user of each individual campsite to the authorized officer who shall receipt in writing for such payment upon forms prescribed by the department. A copy of such receipt shall be delivered by the officer to user and such user shall post such copy upon a post provided by the department upon each individual campsite. Such copy shall remain so posted during the entire period of the tenancy of such campsite by the user thereof;~~

F. The tenancy of any user of any public campground for which a charge is made under the provisions of this section shall terminate at the hour of 4:00 p.m. on the last calendar day of the tenancy for which the charge has been paid unless such tenancy has been extended under the provisions of subsection (C) of this section;

G. Upon the termination of such tenancy, the user shall forthwith quit and surrender possession of the campsite previously occupied by him, and shall immediately remove therefrom all garbage, litter, refuse, rubbish, and personal property owned by him or in his possession.

#### **12.12.075 Recreational Vehicles.**

**No recreational vehicles used for sleeping or living purposes shall be parked for any period of time exceeding 24 hours except in a posted camp area and no cooking shall be done in any recreational vehicle outside of a posted camp site.**

#### **12.12.076 Recreational Vehicle Waste Disposal.**

**It shall be unlawful for any person occupying or using any recreational vehicle as a place of human habitation to drain or permit to be drained onto the ground any waste, sewage or other liquids or to deposit upon the ground any garbage, trash, drainage, or filth from the recreational vehicle.**

12.12.080 Boat trailers.

No vehicular trailer designed or used for the transportation of any boat shall be parked for any length of time whatever in any public campground except when in the possession of a person camping therein. ~~A violation of this section constitutes an infraction.~~

12.12.090 Abandoned property.

Any personal property **left unattended** ~~which~~ for more than 72 **48** hours is left unattended by the owner or person entitled to the possession thereof upon any lands owned, operated or maintained by the City as a public park or recreation area, and whether within or without an area designated as a public campground, shall thereafter be impounded by the authorized officer and such property shall be considered abandoned and shall be disposed of by the authorized officer in the manner provided by this code **Whittier Municipal Code Section 8.16.**

**12.12.092 Waste Disposal**

**It shall be unlawful for any person occupying or using any recreational vehicle to drain therefrom or permit to be drained therefrom onto the ground any waste, sewage, or other liquids or to deposit upon or in the ground any garbage, trash, drainage, or filth therefrom.**

12.12.100 Violation – Penalty.

A. Any person violating any provision of this chapter or who, after reasonable notice of any rule or regulation adopted for the administration of any public campground, refuses or fails to comply with any such rule or regulation, is subject to a civil penalty not to exceed \$500.00, plus costs and actual attorney fees incurred by the City in the collection of the civil penalty assessed.

B. Each day during which any such violation or refusal or failure to comply with any such rule or regulation occurs or continues shall be deemed a separate offense for which separate prosecution may be had.

**Section 3. Repeal of Chapter. Whittier Municipal Code Chapter 8.24, Trailers and Trailer Camps, is repealed.**

**Section 4. Effective date. This ordinance shall be effective immediately upon adoption.**

**ENACTED this 15th day of March, 2016.**

**ATTEST:**

\_\_\_\_\_  
**Brenda Krol - City Clerk**

\_\_\_\_\_  
**Daniel Blair - Mayor**

**Ayes:**

**Nays:**

**Absent:**

**Abstain:**

**[SEAL]**

**RESOLUTION #05-2016**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WHITTIER APPROVING THE AMENDMENT AND ASSIGNMENT OF THE GROUND LEASE OF WHITTIER HARBORVIEW BUSINESS AREA LOT 9 TO SHAWN PHILLIPS AND LARRY GILMAN.**

**WHEREAS**, the City of Whittier currently leases Whittier Harborview Business Area Lot 9 to Babs Reynolds dba Hobo Bay Trading Company (“Reynolds”), by Ground Lease dated May 27, 2009 (the “Ground Lease”) and expiring on March 31, 2033; and

**WHEREAS**, Reynolds desires to assign all its right, title, and interest in the Ground Lease to Shawn Phillips and Larry Gilman (Phillips-Gilman); and

**WHEREAS**, the City’s consent to the proposed assignment is required; and

**WHEREAS**, the parties wish to make certain amendments to the Ground Lease in conjunction with the assignment; and

**WHEREAS**, the City Council has reviewed the matter to its satisfaction and approves the amendments and assignment of the Ground Lease in substantially the manner set forth in the attached Lease Amendment and Assignment Agreement;

**NOW, THEREFORE, IT IS HEREBY RESOLVED AS FOLLOWS:**

1. The proposed amendments and assignment of the Ground Lease are approved in substantially the manner set forth in the attached Lease Amendment and Assignment Agreement. The Mayor and City Manager are authorized and instructed to execute any documents necessary to effect the amendment and assignment consistent with the terms of this resolution.

**PASSED AND APPROVED THIS 15<sup>th</sup> DAY OF MARCH, 2016.**

**ATTEST:**

---

Brenda Krol  
CITY CLERK

---

Daniel Blair  
MAYOR

Ayes:  
Nays:  
Absent:  
Abstain:

## LEASE AMENDMENT AND ASSIGNMENT AGREEMENT

LEASE AMENDMENT AND ASSIGNMENT AGREEMENT (“Amendment”), is made as of April 1, 2016, by and among the CITY OF WHITTIER, an Alaska municipal corporation (“Landlord”), whose address is P.O. Box 608, Whittier, AK 99693; BABS REYNOLDS, d.b.a. Hobo Bay Trading Company (“Reynolds”), whose mailing address is P.O. Box 665, Whittier, AK 99693; and SHAWN PHILLIPS and LARRY GILMAN (“Phillips/Gilman”), whose mailing address is P.O. Box 672, Whittier, AK 99693. The Landlord, Reynolds, and Phillips/Gilman are collectively referred to as the “Parties.”

### RECITALS

WHEREAS, Landlord and Reynolds, as tenant, are parties to an Amended and Restated Lease Agreement dated May 27, 2009 (“Ground Lease”), in which Landlord leased to Reynolds and Reynolds leased from Landlord real property located in the City of Whittier and identified as **Whittier Harborview Business Area Lot 9** and more particularly described in the Ground Lease; and

WHEREAS, Landlord and Reynolds entered into a Lease Amendment “B” (“Amendment B”) dated January 28, 2010 that reduced the rent payable under the Ground Lease due to lot erosion; and

WHEREAS, the reduction in rent effected by Amendment B is no longer in effect because the Leased Premises has since been restored to its full usable area, and commencing with the effective date of this Amendment the rent under the Ground Lease shall be determined as provided in this Amendment; and

WHEREAS, at the request of Reynolds, the Whittier City Council approved Resolution #39-2013 on November 12, 2013, (i) amending Section 8 of the Ground Lease to provide that the time for compliance with the occupancy requirement of Section 8 is extended until December 31, 2014, and (ii) amending the first sentence of Section 16 of the Ground Lease to read as follows: “Lessee will be providing the following business services or sales: MISCELLANEOUS SERVICES, as may be approved in advance by the City, pursuant to lease requirements”; and

WHEREAS, upon execution of this lease amendment and assignment agreement, the Use of Premises set forth in section 16 of the Ground Lease shall be “RESTAURANT”; and

WHEREAS, the Ground Lease erroneously recites that the underlying Master Lease between the City and the Alaska Railroad Corporation expires November 12, 2035, when the correct expiration date is November 12, 2033, and the expiration of the term of the Ground Lease should be amended to conform to that date; and

WHEREAS, at the request of Reynolds, the Whittier City Council approved Resolution #33-2015 on January 20, 2015, amending Section 8 of the Ground Lease to provide that

the time for compliance with the occupancy requirement of Section 8 is extended until December 31, 2016; and

WHEREAS, Reynolds desires to assign all her right, title, and interest in the Ground Lease to Phillips/Gilman, who intends to operate a business permitted under the terms of the Ground Lease on the Leased Premises; and

WHEREAS, Landlord consents to the proposed assignment on the conditions set forth in this Amendment; and

WHEREAS, Phillips/Gilman, as the new tenant, has expressed his intent to be bound by the terms of this Agreement and the Ground Lease as previously amended and as amended hereby.

NOW, THEREFORE, THE PARTIES AGREE as follows:

1. Effective Date of Amendment. This Amendment shall take effect as of April 1, 2016, and Reynolds shall give possession of the Leased Premises to Phillips/Gilman on that date.

2. Assignment and Assumption. Reynolds assigns and transfers to Phillips/Gilman all her right, title, and interest in the Ground Lease, and Phillips/Gilman accepts the assignment and assumes and agrees to perform, from the date the Amendment becomes effective, as a direct obligation to Landlord, all the provisions of the Ground Lease as amended by this and any other prior agreements. Such direct obligation to Landlord shall be the joint and several obligation of Phillips/Gilman.

3. Landlord's Consent. Landlord consents to this Amendment and the assignment of the Ground Lease hereunder without waiving Landlord's right to consent to any future assignment or sublease as provided in Section 29 of the Ground Lease.

4. Reynolds's Liability. From and after the effective date of this Amendment, Reynolds shall have no further liability under the Ground Lease and shall be released from any and all obligations under the Ground Lease, and Phillips/Gilman shall assume all such liability, whether accruing before or after the effective date of this Amendment.

5. Reaffirmation of Ground Lease. Phillips/Gilman reaffirms and acknowledges the terms and conditions of the Ground Lease as previously amended and as amended herein, agrees to abide by such terms, and confirms to the Landlord that Phillips/Gilman is not aware of (i) any current default under the Ground Lease or event which with the passage of time or the giving of notice would constitute such a default, or (ii) any defense or offset to the obligations of the tenant under the Ground Lease.

6. Ground Lease Term. Section 4 of the Ground Lease is amended to change the term of the Ground Lease as follows:

4. Term. The term of this Lease shall commence from May 26, 2009 through and including March 31, 2033, unless sooner terminated as hereinafter provided, or renewed as provided in section 4.1 below. Whenever the word “term” is used in this Amended and Restated Lease it shall be deemed to describe the term in this section together with any exercised renewal period described in section 4.1 below.
- 4.1 Renewal. Should the Master Lease referenced above be renewed beyond its existing term, and provided Lessee is not in default hereunder, Lessee shall have the right to extend this Lease, for two (2) additional periods of thirty-five (35) years (“Renewal Period”) but in no event to extend beyond the term of the Master Lease renewal upon the following terms and conditions:
- 4.1.1 Notice. Notice of the exercise of such right to renew shall be given no earlier than April 1, 2031 and no later than April 1, 2032.
- 4.1.2 Terms and Conditions. During the renewal period all terms and conditions will continue to apply and this Amended and Restated Lease shall continue to be subject to the termination provisions of section 2.4 of the Master Lease.
- 4.1.3 Renewal of Master Lease. Lessee may not extend the term of this Lease unless ARRC extends the term of the Master Lease.
- 4.1.4 City Succession under Master Lease. If the City succeeds to the interest of the Alaska Railroad Corporation in the property that is the subject of this Lease, neither the term of this Lease nor Lessee’s right to extend this Lease shall be affected by the termination or non-renewal of the Master Lease as to that property.
7. Notices. Section 22 of the Ground Lease is amended to provide that notices to Lessee shall be given as follows:
- Shawn Phillips and Larry Gilman  
P.O. Box 672  
Whittier, AK 99693  
Telephone: (907) 360-5006  
Facsimile/email: [custommarinesvcs@aol.com](mailto:custommarinesvcs@aol.com)
8. Rent and Rent Adjustments. Sections 5 and 6 of the Ground Lease are amended to read as follows:

5. Lease Payments. Lessee shall pay rent in the initial amount of \$210.00 per month, payable in advance of the first day of each calendar month commencing with the effective date of this Amendment, without notice or demand. If any payment of rent is not paid within five (5) days following the due date, the delinquent amount shall bear interest at the rate of eight percent (8%) per annum from the due date until the date of payment. Rent shall not be withheld in whole or part because of an offset or counterclaim by the Lessee.
  
6. CPI Adjustment. Beginning on July 1, 2016, and annually on each July 1 thereafter during the term and any Renewal Period, the Rent Lessee shall pay Lessor shall increase or decrease by the percentage increase or decrease, if any, in the Consumer Price Index for All Urban Consumers, All Items, Anchorage, Alaska (1982-1984=100), as published by the U.S. Department of Labor, Bureau of Labor Statistics (hereafter "CPI-U"), between the first and second prior calendar years. For example, the CPI-U adjustment on July 1, 2016 shall be based on a comparison of the CPI-U for 2014 with the CPI-U for 2015. The formula for the rental adjustment is as follows:

$$\begin{array}{l} \% \text{ of change in CPI-U} \times \text{Prior Year Rent} + \text{Prior} \\ \text{Year Rent} = \text{Adjusted Rent for Lease Year} \end{array}$$

Application of the CPI-U adjustment may cause the Rent to increase or decrease. If the base index years for the CPI-U are changed by the Bureau of Labor Statistics so that comparison between the CPI-U for various years will be inaccurate, the CPI-U for the respective years shall be converted as necessary in accordance with the conversion factors published by the Bureau of Labor Statistics. If the CPI-U is discontinued, such other government index or computation with which it is replaced shall be used in order to obtain substantially the same result as would be obtained if the CPI-U had not been discontinued.

9. Use of Premises. Section 16 of the Ground Lease shall be amended to read as follows:

16. Use of Premises. Lessee will be providing the following business services or sales: RESTAURANT. Lessee covenants that the Leased Premises will be used only for the purposes directly related to the services or sales stated above and related activities thereto and no other use whatsoever shall be made of the Leased Premises.

The Lessee further covenants that Lessee will neither cause, nor maintain nor permit any public or private nuisance to exist on the Leased Premises, nor will Lessee fail to maintain the land in an orderly, neat, and clean condition, free of hazard and nuisance. Trash, debris, unusable machinery, etc., will be disposed of as soon as practical. Building materials and supplies, will be neatly stacked and/or stored. Lessee shall not permit storage of any

equipment or material on the Leased Premises not directly related to the business of Lessee.

10. Successors and Assigns. This Amendment shall be binding upon and inure to the benefit of the parties and their successors and assigns, except as otherwise provided in the Ground Lease.

11. Effectiveness of the Ground Lease. Except as expressly modified by this Amendment, all other provisions of the Ground Lease, as previously amended, remain unchanged.

12. Representation of Authority. All parties to this Amendment represent to all the other parties that they are duly authorized to execute this Amendment for or on behalf of themselves or the party to the Ground Lease and this Amendment for whom they purport to sign.

IN WITNESS WHEREOF, the parties have executed this Amendment on the date set forth opposition their signatures hereto.

**CITY OF WHITTIER:**

By: \_\_\_\_\_  
Dan Blair  
Its: Mayor

Date: \_\_\_\_\_

By: \_\_\_\_\_  
Mark Lynch  
Its: City Manager

Date: \_\_\_\_\_

**ASSIGNOR:**

\_\_\_\_\_  
Babs Reynolds, dba  
Hobo Bay Trading Company

Date: \_\_\_\_\_

**ASSIGNEES:**

\_\_\_\_\_  
Shawn Phillips

Date: \_\_\_\_\_

\_\_\_\_\_  
Larry Gilman

Date: \_\_\_\_\_

STATE OF ALASKA                    )  
  ) ss.  
THIRD JUDICIAL DISTRICT        )

On \_\_\_\_\_, 2016, Dan Blair and Mark Lynch, Mayor and City Manager of the City of Whittier, respectively, who are personally known to me, appeared and acknowledged before me that they signed this Amendment on behalf of the City.

\_\_\_\_\_  
Notary Public in/for Alaska  
My Commission Expires: \_\_\_\_\_

STATE OF ALASKA )  
 ) ss.  
THIRD JUDICIAL DISTRICT )

On \_\_\_\_\_, 2016, Shawn Phillips, who is personally known to me, appeared and acknowledged before me that he signed this Amendment.

Notary Public in/for Alaska  
My Commission Expires: \_\_\_\_\_

STATE OF ALASKA )  
 ) ss.  
THIRD JUDICIAL DISTRICT )

On \_\_\_\_\_, 2016, Larry Gilman, who is personally known to me, appeared and acknowledged before me that he signed this Amendment.

Notary Public in/for Alaska  
My Commission Expires: \_\_\_\_\_

**CITY OF WHITTIER, ALASKA  
RESOLUTION #06-2016**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WHITTIER, ALASKA, ADOPTING THE CITY'S 2016 LOCAL PRIORITIES, AND FOR RELATED PURPOSES.**

**WHEREAS**, the Whittier City Council held a work session on January 19, 2016 to discuss and prioritize the City's 2016 local priorities; and

**WHEREAS**, it is the intent of the City Council to provide guidance to City administration concerning local priorities.

**NOW, THEREFORE BE IT RESOLVED**, by the City Council of Whittier, Alaska that the following local priorities are identified as the City of Whittier priorities for 2016:

1. Whittier Comprehensive Plan update
2. Completion of a new Public Safety Building
3. Continuation of Harbor Improvements

**BE IT FURTHER RESOLVED** that the City Manager is hereby instructed to work towards these priorities and take all appropriate steps to bring these goals to fruition.

**PASSED AND APPROVED** by a duly constituted quorum of the Whittier City Council on this 15<sup>th</sup> day of March, 2016.

**ATTEST:**

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**Brenda Krol**  
City Clerk

---

**Daniel Blair**  
Mayor

Ayes:  
Nays:  
Absent:  
Abstain:

**RESOLUTION #11-2016**

**A RESOLUTION OF THE WHITTIER CITY COUNCIL ESTABLISHING A PLAN FOR FINANCING OF THE NEW PUBLIC SAFETY BUILDING**

**WHEREAS**, the City of Whittier has committed to expend \$6,195,100 for the construction of a new Public Safety Building; and

**WHEREAS**, there are additional necessary expenditures for utilities, inspections, project management, and contract administration; and

**WHEREAS**, with all current known expense the remaining total project cost is estimated at approximately \$6,492,000.00; and

**WHEREAS**, the City of Whittier has the means to fund this project as set forth below; and

**WHEREAS**, this project will result in a significant benefit to the public by enhancing the safety and wellbeing of the community.

**THEREFORE, BE IT RESOLVED**, that the Whittier City Council authorizes the City Manager to expend funds in the following order and priority to complete this project:

<b>Legislative Grant #15-RR-051</b>	<b>\$ 1,972,347</b>
<b>Exxon Valdez Reserve Fund</b>	<b>\$ 100,000</b>
<b>CVP Funds</b>	<b>\$ 3,500,000</b>
<b>City General Fund Reserves</b>	<b>\$ <u>~920,000</u> **</b>
	<b>\$ 6,492,347</b>

**\*\* Approximate, without contingencies.**

**Introduced by: Mark Lynch, City Manager**  
**Introduction date: 15 March 2016**

**Adopted this 15<sup>th</sup> day of March 2016**

**ATTEST:**

\_\_\_\_\_  
Brenda Krol  
City Clerk

\_\_\_\_\_  
Daniel Blair  
Mayor

Ayes:  
Nays:  
Absent:  
Abstain:

**CITY OF WHITTIER  
RESOLUTION #12-2016**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WHITTIER,  
ALASKA, STATING THE RATE OF LEVY, DATE OF EQUALIZATION AND  
DATE WHEN TAXES BECOME DELINQUENT FOR THE 2016 TAX ROLE**

**WHEREAS**, AS 29.45.240 (a) requires that the council fix the rate of levy, date of equalization and date when taxes become delinquent by resolution;

**NOW THEREFORE**, the Whittier City Council resolves;

**Section 1:** There shall be levied on all taxable property within the City a property tax at the rate of 8.0 mills. The tax shall be levied and collected in accordance with AS 29.45 and WMC 3.12.

**Section 2:** The Board of Equalization shall meet on Tuesday, May 17th, 2016 at the Council Chambers located in the P-12 Building on Whittier Street commencing at 6:00 pm.

**Section 3:** The property taxes are delinquent if not paid by 6:00 pm October 31, 2016.

**PASSED AND APPROVED** by a duly constituted quorum of the City Council for the City of Whittier, Alaska on this 15th day of March 2016.

**Introduced By:** Mark Lynch  
**Introduction Date:** 15 March 2016

**ATTEST:**

---

Brenda Krol  
City Clerk

---

Daniel Blair  
Mayor

Ayes:  
Nays:  
Absent:  
Abstain:

**CITY OF WHITTIER, ALASKA  
RESOLUTION #13-2016**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WHITTIER, ALASKA AUTHORIZING THE CITY MANAGER TO ENTER INTO AMENDMENTS OF LEASES SUBJECT TO THE GROUND LEASE AND MANAGEMENT AGREEMENT WITH THE ALASKA RAILROAD CORPORATION TO PROVIDE THAT THE TERMS OF THE LEASES WILL SURVIVE THE CITY'S SUCCESSION TO THE ALASKA RAILROAD CORPORATION'S INTEREST IN PROPERTY SUBJECT TO THE GROUND LEASE AND MANAGEMENT AGREEMENT.**

**WHEREAS**, the City and the Alaska Railroad Corporation ("ARRC") entered into a Ground Lease and Management Agreement dated November 13, 1998, as amended ("ARRC Lease"); and

**WHEREAS**, the City has entered into several subleases of property subject to the ARRC Lease ("City Leases"), which City Leases are listed in Exhibit A to this Resolution; and

**WHEREAS**, the City Leases have terms, and are subject to term extensions, that depend on the term of the ARRC Lease; and

**WHEREAS**, the City is negotiating the transfer to the City from ARRC of certain properties that are subject to the ARRC Lease; and

**WHEREAS**, it is in the best interest of the City to maintain stable relationships with the tenants under the City Leases, and to assure that the terms, and term extensions, under the City Leases will not be affected by the City's succession to the interest of ARRC in any properties that are subject to the ARRC Lease.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Whittier that the City Manager is authorized to enter into an amendment to any City Lease of property in which the City has succeeded to the interest of ARRC under the ARRC Lease, so that the term, and term extension provisions, of the City Lease will not be affected by the City's succession to the interest of ARRC. The amendment of such City Leases shall be in substantially the form of Exhibit B, with such modifications as the City Manager may deem appropriate.

**PASSED AND APPROVED** by a duly constituted quorum of the Whittier City Council on this 15<sup>th</sup> day of March, 2016.

**ATTEST:**

---

Brenda Krol  
CITY CLERK

---

Daniel Blair  
MAYOR

Ayes:  
Nays:  
Absent:  
Abstain:

## EXHIBIT B FORM OF AMENDMENT

4. Term. The term of this Lease shall commence from \_\_\_\_\_ through and including \_\_\_\_\_, unless sooner terminated as hereinafter provided, or renewed as provided in section 4.1 below (or similar section if numbered differently in a particular lease). Whenever the word “term” is used in this Lease it shall be deemed to describe the term in this section together with any exercised renewal period described in section 4.1 (or similar section) below.
- 4.1 Renewal. Should the Master Lease referenced above be renewed beyond its existing term, and provided Lessee is not in default hereunder, Lessee shall have the right to extend this Lease, for two (2) additional periods of thirty-five (35) years (“Renewal Period”) but in no event to extend beyond the term of the Master Lease renewal upon the following terms and conditions:
- 4.1.1 Notice. Notice of the exercise of such right to renew shall be given no earlier than April 1, 2031 and no later than April 1, 2032.
- 4.1.2 Terms and Conditions. During the renewal period all terms and conditions will continue to apply and this Lease shall continue to be subject to the termination provisions of section 2.4 of the Master Lease.
- 4.1.3 Renewal of Master Lease. Lessee may not extend the term of this Lease unless ARRC extends the term of the Master Lease.
- 4.1.4 City Succession under Master Lease. If the City succeeds to the interest of the Alaska Railroad Corporation in the property that is the subject of this Lease, neither the term of this Lease nor Lessee’s right to extend this Lease shall be affected by the termination or non-renewal of the Master Lease as to that property.

Anna Dickason  
PO Box 744  
Whittier, AK 99693  
(907)441-6991

RECEIVED

MAR 11 2016

March 11, 2016

Whittier City Council  
PO Box 608  
Whittier, AK 99693

To Whom It May Concern:

I would like to express interest in filling the current vacant council seat D. My family and I have resided part time in Whittier since 2013 and then moved here full time in 2015. I previously worked for the State of Alaska, Department of Revenue but am currently a stay at home mom. I have been a resident of Alaska for 25 years. I am actively involved at the Whittier Community School and the Whittier Church. I have always had an interest in government and view city council as a way to get involved and give back to the community I love.

Sincerely,



Anna Dickason

March 9 th Wednesday  
Montgomery (Monty) Irvin  
PO Box 726  
Whittier AK  
99693

RECEIVED

MAR 09 2016

Initialed BK

To Brenda Kroll City Clerk  
The Council  
Mark Lynch Manager

I would like to express my interest in filling council seat "D" vacated by Shawnee Philips for the remainder of her term.

I'm the the former chair person of the Port and Harbor Commission and have some knowledge of the issues facing the City moving forward. I'll do the best job I know how in achieving concurrence with the other members and management in getting the agenda accomplished. As a long time resident of Whittier I'm happy to give of my time in public service. If the job requires an interview I would gladly do so.

Sincerely Submitted  
Monty Irvin